



**AGENDA:** August 18, 2022

**Present-** Fran Fr. Felipe, Kevin, Daniel, Victor, Pat, Fr. Stephen, Meredith. Sandra, David, Phil, Andy (online)

**Excused Absent-** Maria

**Meeting started at 6:34**

**Opening Prayer**

**Introduction (Daniel)**

- Volunteer for taking minutes- Kevin
- Approve June Minutes
  - Phil motioned. Victor seconded
- SAC—What we are...
  - Conversation of roles/responsibility of SAC
    - A council of volunteers to aid Fr. Stephen & Ms. Thompson
    - an advisory board (not a governing board)
    - Primary Pillars—School Finances, Catholic Identity, Academics, Facilities and Community Vitality
    - St. Joseph Catholic School is a ministry of St. Joseph Catholic Church
- Up-coming Events
  - Bishop’s Golf Tournament, September 19<sup>th</sup>
    - Dad’s Club donating cornhole set
    - Major fundraiser for the dioceses for scholarship in tuition assistance for all the diocese’s schools
      - Scholarship done through the FACTS grant aid page at enrollment
  - Parent Back to School Nights, August 23<sup>rd</sup> and 24<sup>th</sup>
    - Next Tuesday and Wed
  - St. Joseph 2022 Hoopsgiving Classic, November 19<sup>th</sup>
    - To benefit tuition assistance
    - Sandra volunteers to lead project management for the basketball tournament

**Principal report (Ms. Thompson)**

- PTO Update
  - Looking to move back to “traditional” outreach/engagement opportunities
  - New President Kristina Bauer
- Summer Projects/Facilities Update
  - Wrapping up all the projects
    - New Paint job in school (still need touch up in the gym)
    - 2 new water refill station (upstairs one is getting renovated)

- New Flooring and paint in the J-lab (Lab for special needs students)
    - Changing of light bulbs, ceiling tiles, patching paint areas
    - Minor repairs to holes and some damages repairs
    - Rehung clocks and wall art
    - New Gym units are installed
  - Ray has been a great help
  - Church still in **desperate need of** a facility manager
    - David suggested recruiting a general contractor nearing retirement for having on call/retainer.
    - Meredith adds Biggest hurdle now is the weekend work for recruitment of managers.
    - Fr Steven adds in point of Could we look into hiring someone who is only a weekend person
    - Facilities is actually down two people. Waiting to hire manager so they can hire staff
  - Church is at the decision point for new Air Conditioners for contract work
    - A number of AC manufactures who are struggling with changes in materials
    - Shipping and Production issues are plaguing this situation, so it'll take around 10-12 months to get it here
    - David will reach out to Train for quotes and process
- EANS Update
  - Last year we received round 1. We just received round 2
  - Its important that we use Round 2 funding this year
  - Long process to classify and complete this process
  - This and Catholic foundation supplied the 1to1 ratio for technology
- Teacher Inservice Week
  - Great start- good environment
  - Fr Steven welcomed
  - Faculty retreat with outside facilitator
    - Focus on how we can move forward and refresh post Covid.
    - Spoke about prayers that were share & burdens
  - New Employees
    - Mr. Esteban is new Middle school science teacher
    - Laura G- Art teacher
    - Former Little Disciples is serving as a teaching aid
    - Looking to hire new EDP workers
  - Marketing updates
    - How did you hear about SJCS
      - Word of Mouth-24
      - Google Search-20
      - Current School Family-17
      - Drive By-14
      - Catholic Neighbors Magazine-11
      - Great School-8
      - Niche-3
      - Parish Bulletin-2
        - We have removed ads from Our Lady of the Lake in Rockwall
      - Other-7

- Point to remember new parent is the general manager of the the Adolphus hotel (Auction site??)
- ENROLLMENT DASHBOARD 2022-2023
  - 286 current enrollments
  - 2 kinder applications in
  - 1 2<sup>nd</sup> testing this week
  - Waitlist for 1<sup>st</sup> grade

### **Pastor report (Fr. Stephen)**

- Welcome to Fr. Stephen- thanks
- Loves the overlap of community & parents working together in various ministries
- St. Joseph Workshop podcast- check out Fr Steven's deep dive into his call to ministry

### **Budget review (Phil)**

- Audit for last year takes place next week
- Last year's budget was based on 245 = loss of 170K...ended with an income of 186K. that's due to enrollment jumping to 263 enrollment.
  - Enrollment added close to 147K
  - Grants added more than 100K
  - Auction added 30K
  - NTGD added 16K
- Looking at July
  - Increased enrollment of budgeted 270 (currently at 286)
  - We received 2<sup>nd</sup> EANS grant of 31K (Round 1 D2??)
  - Paddles up in auction moved around 10K
  - We are running favorably against budget
  - Increased enrollment again helps with budgets
- Cash Surplus now is due to full lump tuition from some parents
- 50K set aside for tuition assistant from 2020 auction, NTGD,2021 auction.
- 24K from Feb Auction, 20K gift from parishioner, 9K from last years NTGD needs to be allocated
- CD is currently at 357 at Inwood
  - Phil's Suggestion to move 250 to Live Oak at 2.75% and keep 100K at Inwood
  - Discussion takes place
  - David Motions to go forward with Phil's Recommendations
    - Motion passes
- Rainy Day fund currently at 555K

### **8<sup>th</sup> Grade Exit Surveys (Daniel)**

## EXIT SURVEY SUMMARY

- "NOT A LOT OF HOMEWORK"
- "THEY NEED A MAINTENCE PERSON"
- "EVERYTHING IS ELECTRONIC SO KIDS NEVER GET TO REVIEW THE TEST TO LEARN WHAT THEY GOT WRONG"
- TECHNOLOGY AND KEYBOARDING/TYPING SPEED COULD BE IMPROVED
- "NEED FOR ANOUYMOUS WAYS FOR STUDENTS TO REPORT ISSUES"

## EXIT SURVEY SUMMARY

- 6 OUT OF 6 WOULD RECOMMEND
- "TEACHERS AND ADMIN STAF GO THE EXTRA MILE FOR STUDENTS"
- MS. THOMPSON, MS. BASHAM, MR. DAIGREPONT, MS. BOZARTH, MRS. MELIAN SPECIFICALLY MENTIONED AS FAVORABLE WITH ACCOLADES
- "LIKE THAT IT IS SMALL AND INTIMATE"
- "LOVE THE COMMUNITY"
- "REALLY GOOD COMMUNICATION"--JAGUAR TRACKS

### Community Outreach/Marketing

- PARISH AND HOA ADS—MARIA ZUNIGA
  - Continuing to review the various ads and is making revisions to expiring ones or ones that need updates (Kids in masks in some ads)
- GOOGLE ADS—DANIEL WHITE
  - Going on hold for a little bit due to the high enrollment.
- SOCIAL MEDIA—JENNIFER BASHAM
  - Navigating the Instagram- LinkedIn- etc.
- OPEN HOUSES—KEVIN SABERRE JR.
  - Call for volunteers for attendance at various open houses
- PRESCHOOL OUTREACH—MS. THOMPSON
  - Scaled down greatly due to success of Little Disciples
- CHRISTMAS PARADE—TBD
  - Will identify assistant for it as we get closer to the date
- ST. JOSEPH 2022 HOOPSGIVING CLASSIC—SANDRA JOHNSON
  - Assisting in project management

### Parent Engagement (Andy)

- **Parent Engagement**
  - **Purpose- grow the fellowship and community**
  - **Goal- 2 events per class per year**

- **Volunteers needed” 2 per clad needed**
- **Approach**
  - **Work with existing classrooms parents to gauge interest**
  - **As for volunteers in jag tracks**
- **Ideas**
  - **Host a game night at someone house**
  - **Wine/beer tasting event**
  - **Help organize sports teams for the younger grades**
- **Misc.**
  - Going to work with Rochelle to get the room parent lists and tap them as first point of contacts
  - Beth Anderson will be assisting especially with the younger ages
  - Looking to assist younger grades to help organize the sports teams with parents’ coaches
  - **Call for ideas to start parents only chats/GroupMe/**

### **Hoopsgiving Classic (Daniel)**

- 3 sponsors identified
- Need for listing of sponsorship records
- Contact with Chick-fil-a for donations for both food and bag
- Limiting participation to not include 7<sup>th</sup> and 8<sup>th</sup> grade students.
  - Too competitive amongst that age group
  - Lack of girl’s team’s interest
  - Call for Volunteers amongst 7<sup>th</sup> and 8<sup>th</sup> graders
  - Cater the event to 1<sup>st</sup>-4<sup>th</sup> grade
  - Booked an information table at PSA on Oct 1<sup>st</sup>
  - Tabling for marketing opportunities in Dining
  - Need for
  - Discussion on logo for website and flyers (everyone agrees on far-left image) but remove the 2022
    - David made a motion for it
    - Passed

## ST. JOSEPH 2022 HOOPSGIVING CLASSIC

- NOVEMBER 19, 2022
- LOGO CREATED
- SPIRIT STORE VENDOR TO MAKE T-SHIRTS
- WEBPAGE IN PROGRESS
- INFORMATIONAL TABLE AT PSA—MURPHY  
OCTOBER 1<sup>ST</sup>
- GOAL TO RAISE \$10,000 FOR TUITION ASSISTANCE

### Technology (Victor)

- Question asked about Social Studies
- Reviewing asset tracking software and will be included in EANS purchases?
- Asset SONAR is the one we need
  - Automatically inventory items, tells everything we need to know on device health
  -

### Alumni Relations (David)

- **First year of tracking Alumni**
- Finding out where they are going to school and accomplishments
- Touting the alumni leads to increasing the pedigree of the school
- First Alumni event had participation of 75 people
- **Call for assistance on website form review**
- **Need to add alumni questions on exit interviews**
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### Additional Info

- Bi-Annual Surveys (Kevin Saberre)-
  - Auction in February
  - Oklahoma survey in April??
  - Do we do bi-annual survey in Feb or in May?
    - How about November? / December
    - Come with proposal for timeline
- PSIA- Ms. Eckert & Bozarth handling it now

### Around the room – Highlights/head-ups feedback- **Did introductions at the end**

- Boxes and boxes of jerseys are coming in.
- Average of Google search cost per click is \$1.18 over 4,000 clicks
- David had a call for funding (\$40) to hold a one-hour conference with Google on ad clicks
- **Things people have said they want to take care of** SO David is taking care of the Air Conditioner/ Victor is taking care of the FDIC/ David s also going to organize our network items

### Closing prayer

### Group Picture

Meeting adjourned- 8:39