



ST. JOSEPH CATHOLIC SCHOOL

Love to Learn • Learn to Live • Live to Lead

Meeting minutes for St. Joseph Catholic School Advisory Council (SAC)

October 20, 2022

Attendees: Ms. Fran Thompson, principal; Daniel White, chairman; Fr. Stephen Ingram, pastor; Fr. Felipe Vives, *school chaplain* (can't remember actual title); Maria Zuniga; Pat Dulac; David Trowbridge; Phil Gibbs; Meredith Daigrepoint

Meeting minutes for September approved by Phil Gibbs and seconded by Maria Zuniga

Review of up-coming events:

- Fair Day/ Teacher In-service – October 21st
- Parent/Teacher Conferences—24th
- Fall Festival, October 23rd
- PTO Tail Gate Party, November 17th
- St. Joseph 2022 Hoopsgiving Classic, November 19th
- Richardson Christmas Parade—December 3rd

Principal Report:

- PTO Update
 - Well-attended first meeting (Cookie Caper)
 - Tailgate party coming up
 - Lot of events being planned, everything is going well
 - Need a volunteer for Christmas Parade
 - Donation to Ukraine Culture Club for winter supplies in Ukraine \$1000+ (didn't get actual amount)
- 1 st Quarter Update
 - Going well, quarter just ended, new students working hard to catch up
- Staffing update
 - New science teacher will be starting soon
 - Mrs. Lozano is the new admin assistance. Going very well.
 - Hired additional part time nurse, both are RNs
- ENROLLMENT DASHBOARD 2022-2023: 290!
- PSIA is going well. Having a one-act play for the first time
- Bishop's Invitational was well-attended and Dad's club helped to support

Parish Report (Fr. Stephen)

- Ceiling repairs are going well



ST. JOSEPH CATHOLIC SCHOOL

Love to Learn • Learn to Live • Live to Lead

- Facility manager interviews are underway
- All Saints Day Mass will be in the sanctuary.
- Mass in the gym is going very well.

Finance (Phil Gibbs)

- \$170K favorable swing. Due mostly to increased enrollment
- Expenses are in line with expectation
- NTGD was very successful: \$37K
- EANS: 3rd party contract set up for new nurse, need to set up for remaining aids and nurse
- HVAC purchase will be coming up this year... approximate cost is \$450K (school/church). Will need to determine allocation and if boiler upgrade can be done at the same time
- Discussion on setting up tech reserve, HVAC purchase, restroom renovation, salary reviews
- Tuition will be set next month
- Phil set forth motion to put \$20K donation from parishioner into the endowment fund. Pat Dulac seconded the motion. Motion carried.

Hoopsgiving update:

- 32 teams to far. Wanting to get to 50 teams
- Registration deadline is Nov 1st
- Estimated projection is \$10K
- Decided to pay for 3 referees

Parent Engagement: *need update*

Alumni Relations: Going well, going to wait until spring for next events

Survey:

- Need to decide on December timing

Technology

- Edge contract still needs to be reviewed. David and Brian will meet, Fr. Stephen to help coordinate
- Crisis management review, discussed reviewing tornado shelter locations