



ST. JOSEPH CATHOLIC SCHOOL

SAC Meeting Minutes: November 10, 2022

Attendees: Ms. Fran Thompson, Fr. Stephen, Fr. Felipe, Daniel White, Andy Oleson, Phil Gibbs, Sandra Johnson, Pat Dulac, Maria Zuniga, David Trowbridge

Opening Prayer—led by Ms. Thompson

Introduction (Daniel)

- Volunteer for taking minutes: Daniel White
- Phil motioned to approve October minutes, Pat second. Minutes were approved.
- Reviewed Up-coming Events:
 - PTO Tail Gate Party, November 17th
 - St. Joseph 2022 Hoopsgiving Classic, November 19th
 - Richardson Christmas Parade—December 3rd
 - Open House Dec 7th—Banner has been placed by Daniel

Principal report (Ms. Thompson)

- PTO Update: PTO Tailgate party on Nov 17th. A lot of successes to celebrate from Fall DPL sports. Dad's Club to cook Hot Dogs, Spring Creek BBQ to award school check from recent spirit night event, Dancer's of the Son will be performing.
- Fall Sports Update: 6th and 8th grade made volleyball playoffs, Flag Football and Cross Country also had great seasons.
- Upcoming Activities: Food Drive is wrapping up—very successful, Richardson Parade will be coordinated by Auction team, Auction Team making great progress
- ENROLLMENT DASHBOARD 2022-2023 reviewed. 7th grader and Kindergartener added. (Enrollment Dashboard to be archived as separate attachment)
- 1st reconciliation tomorrow for 25 children from different grades
- Discussed NTG funds used for improving school security cameras and to extend PA system into the GYM. Bid received for \$37,000 to expand current security camera infrastructure; \$5,000 for PA system expansion to GYM
- Nurse salary moved to EANS allocation.
- Asset Tracking—Technology Asset Tracking system completed by Mr. Holmes. Will have a notebook to track air purifiers and other items that are unable to be loaded in tracking software.

Pastor report (Fr. Stephen)

- In process of hiring a facilities manager—offer has been accepted, start date after Thanksgiving
- Ceiling repair going well despite a delay with lift system malfunction. Still on track to complete by December 6th



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Financial report (Phil)

- Monthly Financial Review postponed due to early meeting date. (Thanksgiving moved us up a week)
- Tuition must be set by December 31st. Request to have special meeting to review proposed tuition recommendations for next school year.
- Tuition Review meeting to be held on December 5th at 6:30 pm
- Recommendation to approve an additional \$200 Christmas bonus to the typical \$300 bonus from previous years. (Total \$500)
- Recommendation to approve paying for some teacher expenditures for the NCCA conference—projecting 28 teachers to attend
- Other Notes: Enrollment up, new school year budget to likely include 8.7% in teacher salary increases to bring our faculty closer to market value of other catholic schools, Need to look into technology warranties /get estimates

Community Outreach/Marketing (Sandra Johnson and Daniel White)

- ST. JOSEPH 2022 HOOPSGIVING CLASSIC to be held on November 19th.
- Set up and Parent vs 6th/7th grade Student Basketball game to be held on November 18th
- Participant bags to be stuffed with t-shirts and sponsor give aways on November 16th.
- 70 Teams signed up to participate

Parent Engagement (Andy)

- Parent Groupmes for each grade completed
- Primarily focused on the St. Joseph Hoopsgiving Classic in recent weeks.
- Plan to help each grade coordinate Spring Social Events as we enter the Spring Semester

Alumni Relations (David)

- Annual alumni event to be planned for late Spring semester
- Need to send notifications to alert alumni of our upcoming school Auction
- No further updates, everything is going well

Surveys (Kevin)

- Kevin to send 12 questions to the group for review. (2-year parent survey)
- Plan is to send out in December

Closing prayer—Fr. Stephen