



ST. JOSEPH CATHOLIC SCHOOL

Minutes for Meeting on: May 16, 2024

Began at 6:34pm

Attendance: In Person – Yung, Phil, Pat, Fran, Andy, Angela, Daniel, Father Stephen
Online – David and Beth

Opening Prayer

Introduction (Andy)

- Review and approve April meeting minutes. Phil motions to approve; Pat 2nds
- Upcoming Events and Announcements
 - 8th Grade Dinner—May 17th
 - Fran reports: 33 – 8th grade students will be attending the dinner which will be held in the schools dining hall. The Dad's club will be doing the cooking, 7th grade parents serving.
 - Dinner used to be held in the rectory and they might try to move it back to the rectory another year. It is a tighter space for the amount of students, but it doesn't make feel a little more special.
 - Fran will be hosting a small reception in the hallway for the 8th grade parents during the dinner with snacks. The parents can look at the student's posters that are lining the hallway and then take the poster home afterwards.
 - Last Day of School May 30th – Dismissal will be at 10:30am.
 - June SAC Meeting/Dinner—June 20th – Meet at Café Amore at 6pm. First 30 minutes will for SAC meeting. PTO board members and Auction Chair have been invited to join us for dinner starting at 6:30pm.

Principal report (Ms. Thompson)

- 8th Grade graduation is coming up on May 24th at 2pm. It is a half day for all students. All employees attend the graduation and process in with the 8th graders. Representatives from Ursaline, Bishop Lynch, JPIL will attend to present scholarships to recipients. 8th graders took the ISEE test (universal test for High Schools) in January as part of admissions requirements.
 - 15 students headed to JPIL; 9 to Bishop Lynch; 2 to Ursaline; rest to various public schools
- 8th Graders last day is tomorrow – May 17th. It is also field day. The 8th graders will be helping with the field day stations. 8th grade will be in and out next week for finals testing.
- Enrollment Dashboard – 2024-25 enrollment is going well. School tours are still happening. A few people have not yet accepted the offer schools offer to attend. Possibly waiting to find out about financial assistance and that might push them over to complete the enrollment process. Fran will be sending out those letters soon.



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Finance (Phil)

- Finance review:
 - Favorable on tuition due to additional enrollment over budget
 - Fundraising favorable due to revenues over expectation for several fundraisers
 - Favorable on budget expenses due to not all teachers taking insurance package offered, GAPs funds paying for teachers aides, security guard, furniture, Internet expense is less than expected.
 - Cash balance at the bank is in an ICS program to have money market accounts at other banks which keeps our account in the FDIC protected range and still allows us access to the funds within 24 hours should we need to pull it out for any reason.
 - Auction is still finalizing - \$47,600 net after expenses; paddles up for teacher bonus - \$39,675. Paddles Up allowed for \$1,000 for all full-time employees after taxes removed and \$500 for part time employees. Auction 2025 will be held on March 29th.
- 2024-2025 Budget – Proposed Budget:
 - 254 students are currently enrolled for next year. 5 accepted, but have not completed enrollment paperwork; 10 applications are processing; 11 current students have not yet applied for next school year. Enrollment is exactly where it was a this time last year. Therefore proposed budget is being based on enrollment of 285 students because we will likely get there based on current enrollment dashboard.
 - Proposed budget including police officer and bathroom repairs is at a loss of 201K.
 - If we use reserves already planned for bathrooms and GAPs for technology replacement needs, then the budget could be favorable on a cash basis.
 - Vote for proposed budget: Pat motions to approve; David – 2's. All in Favor. Proposed budget approved

Pastor report (Fr. Stephen)

- Parish side is settling in with new leadership positions that started at the beginning of the year.
- The church is also working on budget planning right now.
- Faith Formation is getting some updating this coming year: Program to support parents better. It is giving parents better tools and directions to lead in family faith formation. It is more comprehensive. It will have activity boxes for families to take home. It appeals to various learning styles and allows the parents to learn along with the kids. It is called Pathways and examples can be viewed in the faith formation office. Faith formation will be meeting with families on an individual level to learn about them and each families individual needs. The goal is to focus more on what an individual family might need (sacraments, etc.) and therefore allows the whole family to receive formation.
- Debt Reduction: Debt is a third paid off since started push for in the fall. Close to half paid off. Still hoping to get completely paid off before refinance in September.
- Church is having a debt reduction dinner on June 8th. The Knights of Columbus are cooking the food and the church hopes to get underwriting sponsor for the food expense.
- Question of a pledge campaign came up, but given the short timeline and the Bishop already does his own annual pledge campaign, it didn't make sense in this instance.



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- This summer the bathrooms are getting renovated, security update, and parking lot resurfacing. They are hoping to get the lot resurfaced in one week, so it won't disrupt weekend traffic for Mass. Also, checking how to better secure tent for fall festival in the future so damage is not done to the parking lot for the tent.
- Dioecian Synod is in December. St. Joseph will be hosting Bishop Kelly and voting members who the Bishop has invited.
- Throughout June a prayer for the Synod will be said at all Masses. It will be included in the school Mass in the fall. Might look into discussion about Synod for a PTO meetings to educate the community on what happens at the Synod and praying for the voting members.

Community Vitality

- **Teacher Survey (Kevin)**
 - Options for the survey are free Survey Monkey which limits number of questions to 10, Paid Survey Monkey, or Google Form. Decision made to do survey with a free Survey Monkey which keeps it completely anonymous.
 - Current question list has 14 questions. Committee paired down the questions by removing and combining questions.
 - Survey needs to be sent out before the end of next week so teachers have time to complete before they begin their summer break. Teachers last day is May 31st.
- **8th Grade Surveys (Andy)**
 - The list of students will be divided among SAC members. Each will call the students on their list to conduct interview.
 - Will discuss results at August SAC meeting

Nominations for SAC

Andy nominates Ivan Suarez, a current 5th grade parent. Phil – 2nds, All in favor.

Yung recommends Daniel or Erica Salzman – Andy will contact them to discuss.

Suggestion to look for parents in younger grade levels – 1st or 2nd grade who might want to join to keep diversity with SAC committee

Around the room – Highlights/head-ups feedback

- Fran wants to extend an invitation to homeschool groups to invite them to PTO meetings. Yung will make sure to extend to any homeschool parents she knows through the church.
- Suggestion to have a bake sale at the back-to-school picnic to help with the church debt elimination.
- Beth suggested making a plan to welcome new teachers.

Closing prayer

Adjourned at 7:59pm