

Meeting Minutes

Tuesday, November 17, 2020

Via Teleconference

Present: Fr. Houlihan; Linda Monahan; Donna Weeda; Amanda Scherlie; Monica Yankus; Michelle Howell; Melicca Carpenter; Deb Walton; Andy Hanneman; Jennifer Moss

Absent:

Meeting called to order at 6:30PM by President Donna Weeda; Father Houlihan led opening prayer

Michelle Howell moved to approve the minutes from the August meeting; Melicca seconded the motion; none were opposed to approval

- Updates on Pillars
 - **Donna / Michelle – Catholic Identity**
 - New team member – Miriah Goeres
 - Potential new member – William Reese (sent papers into Linda)
 - Met with Earl/Laura (RCIA instructors)
 - Parents and Faith Based Education
 - What does it mean to enroll your child into St. John's.
 - What can the parent expect from St. John's in regards to the faith part of the education.
 - Religion education curriculum
 - Informing parents of what that years faith part of the education will be covering.
 - Saint of the Day
 - Signing of contract for faith based education
 - Possibly require for all new incoming families to St. Johns
 - Require for those whose children will be receiving Communion or Confirmation
 - Those that are grandfathered in are given the option to sign
 - Adoration hours
 - Developing a friendship with Jesus

- What confirmation means
 - Moving into adulthood for your faith
 - Religious maturity
 - Warrior for God
 - Letter from both the student and Parent as to why their child is ready to receive the sacrament
- Break the grades into groups
 - K-4
 - 5-6
 - 7-8
- Focus on engaging the parents in the faith part of the education
 - Looking at informational meetings
 - Offering retreats for the parents
- **Andy – Advancement**
 - Created a spreadsheet analysis of school years 16,17,18,19
 - Questions on max class size, etc – will meet with Linda/Father
 - Endowments & Disbursements – All run through the Diocese but are specifically for St John’s School
 - Brochures used to be in adoration chapel and out at Spring Dinner for “Special Project”
 - Potentially meet with Noni to get a better grasp on current Endowments
 - We have the fixed costs on teachers/utilities etc – we just need more bodies in the classrooms
 - Could we add Endowments to Online Giving?
 - Deb mentioned that Tuition Assistance/Endowment are one in the same on the giving side
 - Should we do another push for the utilizing the Online Giving?
 - Could meet with Noni Theisen and Larry Welch

- **Amanda – Enrollment & Marketing**
 - Met with Nicole & Maria via zoom on Thursday Nov 12
 - Reviewed all objectives under E&M Pillar but focused on:
 - **Objective 1**
 - Discussed how to retain JR High students and felt that sports plays a major role in retention. How can we work with Student Enrichment on this?
 - **Objective 2**
 - Create/Update brochure/flyer/online info that is used by realtors/Offutt housing communities
 - Further our reach to Buccaneer Bay, Beaver Lake, Glenwood, Lake Wa-Con-Da, Osage Ranch via online websites
 - **Objective 4 - we saw this as our “quick win” item**
 - Divided the Alumni Photo wall and each member of team was to reach out to each Alumni assigned and invite them to the StJB alumni Facebook page
 - Would like to survey or create a tab on the Website to collect Alumni info
 - Name, Grad Year, Contact info, Number of Children, Enrolled at StJB-if not then why, etc.
 - Deb mentioned maybe a SWOT analysis approach and create something that would allow each pillar to contribute a few questions
- **Melicca / Deb – Culture & Communications**
 - The pillar committee welcomed a new member, Nicolette Kerns
 - The committee is focused on 3 of the strategic plan pillar objectives (under each are the tasks assigned)
 - 1. Identify the communication structure, flow, content vehicles currently used and identify gaps and ways to communicate more clearly and consistently
 - Committee is currently identifying the types and frequency of communication received through the various school communication channels

- Committee loves the Friday weekly updates emailed to parents (also found on the website and social channels)
- Feels there's inconsistency in teacher-parent communication (frequency of communication depends on the teacher) – would like to see improvement.
- Promote the “subscribe to stjb news” to parents
- Giving tree located outside the school office should be promoted online (Deb will work on developing a year-long wish list for teachers via Sign-up genius)
- 2. Identify ways to enhance communication efforts among organizations and school families.
 - Committee will focus on strengthening the HAS organization. Melissa Ging will connect with Donette Koelzer to discuss how we can collaborate together
- 3. Continue to evaluate the parent satisfaction survey twice a year and exit surveys once a year
 - This week Deb will distribute the fall 2020 parent satisfaction survey – adding an incentive to help boost participation
 - The pillar committee will work on sharing survey results with parents and a method for reporting and tracking suggestions or improvement opportunities for the school
- **Monica / Jen – Student Enrichment**
 - New Member – Christie Haag
 - Student Enrichment met via zoom on Sunday 11/22.
 - We are waiting on H & S to get back to us about information they may have as to “talents” already listed by parents.
 - Contact w/ Conestoga has been made regarding their Enrichment Programs.
 - The SE questionnaire is ready to go. We had a discussion as to when/how it will be distributed. Our next zoom meeting will be Sunday 12/6/20.

- Discussion of PowerPoint on School/Parish Income/Costs
 - School Expenses
 - Total Cost to Educate
 - Average Cost to Educate per student tuition VS actual cost
 - Surrounding Catholic School Tuition Rates
 - 2019 Financial Tithing by School Families
 - Historical Financial Tithing by School Families
 - Historical School Cost Comparison
 - 2019-2020 Operational Parish Income
 - 2019-2020 Operational Parish Expenditures

Father Houlihan closed with a Blessing

Meeting was adjourned

Next meeting will be Tuesday, December 15 at 6:30pm via Zoom.