

St. Joseph School
School Board Minutes
December 10, 2008

Members Present: Joan Boddicker, Mark Bradshaw, Ken Palattao, Tony Kirsch, Lisa Nielson, Todd Rogers, Susan Wright
Ex-Officio Members: Maggie Smith
Others: Bonnie Delaney, Diane Evander
Call to Order 6:30

October minutes were approved.
Revisions to the Constitution (as attached) were approved.

1. Saints Inc.

- Staffing
 - * The ratio will be 15 to 1 and the Director will be one of the teachers.
 - * The ratio will be 12 to 1 from 2:30 to 3:30
 - * Jami will be part of the staff from 2:30 to 5:00 or 6:00
 - Lead Teacher qualifications
 - * Although we are not licensed, we need to be sensitive to lead teacher qualifications when determining staffing.
 - * Crown College students may qualify for lead teacher positions.
- Maggie will ask Jami to figure out who can be here from 6:45 to 7:45.

2. Curriculum

- Spanish, Science, Art, Tech, and Media curriculum are being reviewed.
 - The meetings have been published in the parent newsletter.
 - * The tech committee is made up of parents and teachers, so parents currently attend the meetings discussing curriculum.
 - * There is some interest by parents in helping to determine the Spanish and Art curriculum. Maggie has asked the teachers to try to set meetings during times that parents can attend.
 - The technology curriculum is driven by both teachers and Ms. Whitaker.
 - * Mrs. Whitaker and teachers look at the national standards and then try to fit some classroom work in with learning the tech skills.
- Maggie will re-circulate the invitation to parents to get involved in the curriculum updates.

3. Technology Needs

- We should have some middle school teachers go to the 1 to 1 seminar put on by Apple and the Archdiocese.
 - * We want to stay current in using technology in the classroom rather than just teaching tech in a classroom.
- A school this size should have its own IT person who can set up all the hardware and networks, troubleshoot, and teach children in the classroom.
- The Board needs to decide what the parents want, and then determine what tuition increases will be needed to support those changes.

4. Spanish

- Parents are concerned that there has never been much homework in Spanish class.
- It may be that since the program is currently incorporating more speaking, there is less homework.
- We need to find out national standards and the local high school standards for Spanish to make sure we are meeting them.
 - * Mr. Knapp has contacted the high schools for their freshman requirements.

5. Conferences

- The meeting space is a problem as it does not afford much privacy or confidentiality when discussing student performance.
 - * Conferences in rooms are difficult because upper grade parents have so many different rooms to go to.
- Maggie will arrange to have sign-up sheets at the door of the room so that people can sign up for conferences and maintain a place in line as they meet with other teachers that become available.
- Parents will be invited to request before conferences that the teacher print out Learnia information on their student if the parent wishes to discuss it.

6. Fundraising

- We need an additional fundraiser for people to make fair-share funds.
- Dr. Bradshaw and his wife will prepare the ValuCards for the August 2009 sales.
- We need someone to chair the Boogie Blast or its replacement to make sure we can raise the budgeted amount.

7. PreK and K Classes

- Marketing
 - * Pre K children came to a St. Nicholas Day event. All are getting Thank You letters. The Kindergarteners played a song on the bells.

- * The 20th of January we will have an information night. Current families can register early.
- * The 29th of January is a PreK and K open house.
- Class Offerings for PreK
 - * For Pre K the ideal class size is 19 to cover a teacher and an aide.
 - * Offering a 5 day program is a good idea unless it will just draw from the 3 day program. It will be competing with the Rainbow Preschool.
- We will offer a two and three day program where two and three days are combined for Monday and Wednesday, and only 3 day kids go on Friday.
- Class Offerings for Kindergarten
 - * If possible it is best to keep all the full day students together.
 - * We need to be clear about what we are offering by registration time.
 - * Even half day students should see the specialists at least once a week.
- If necessary, the Kindergarten program will be a mixed full and half day program, with scheduling to include some specialist time for the half day students.
- The following dates have been selected for PreK and Kindergarten open house and registration:

Preschool

Pre-registration for current families
 Wednesday, January 28, 2009, 8:20AM
 Thursday, January 29, 2009, 8:20AM
 (Coffee and Registration)

Registration for new and current families
 Thursday, January 29, 2009, 5-7PM
 (Open House and Registration)

Kindergarten

Thursday, February 12, 2009, 7PM
 (Kindergarten Round-Up and Registration)

At any time after these dates by mail or at school

The meeting was adjourned at 11:00 p.m.

The next meeting will be January 14th at 6:30 p.m.

Constitution of the St. Joseph School Board

Article II Section B, **as written:**

Section B: Duties and Functions

1. Create a better understanding and support of Catholic education.
2. Be responsible for all policy under which administrative officers shall operate the educational programs of the school.
3. Advise the principal on the effectiveness of the educational program.
4. Determine governance policies regarding planning and operating of St. Joseph School.
5. Be responsible for the annual budget submitted to the Finance Council, including tuition rate. Said budget shall include all expenses pertaining to the operation of the school.
6. Act as a liaison body with local school officials.
7. Establish standing or ad hoc committees according to need.

Article II Section B, **as revised:**

Section B: Duties and Functions

1. Create a better understanding and support of Catholic education.
2. Advise the Pastor and Principal on all policies under which administrative officers shall operate the educational programs of the school.
3. Advise the Principal on the effectiveness of the educational program.
4. Consult on governance policies regarding the planning and operating of St. Joseph School.
5. Consult with and advise the Pastor and Principal on the annual budget submitted to the Parish Finance Council, including all operating expenses and recommended tuition rates for the school.
6. Act as a liaison between local school officials and St. Joseph School.
7. Establish standing or ad hoc committees according to need.

Article III Membership Section A, **as written:**

- Section A: 1. Members of the Board shall consist of seven lay members. Of these seven lay members, not more than one member shall be non-St. Joseph parishioners.
2. Ex-officio members of the Board shall include the Pastor and Principal.

Article III Membership Section A, **as revised:**

Section A:

1. Members of the Board shall consist of seven lay members. Of these seven lay members;
 - a. not more than one member shall be a non-parishioner of St. Joseph Church.
 - b. not more than one member shall be a non-Catholic.
2. Ex-officio members of the Board shall include the Pastor and Principal.