

DPA School Board 2018-2019

Meeting 3: December 06, 2018

6:00pm-7:30pm at SC Campus

- 1) Opening prayer (Jon)
- 2) Roll call (Jon)
 - a. **Board members: Kathy Morey, Karen Reed-Timmer, Father Fred, Dave Faber, Becky Porter, Greg Grover, Kate Beuschel, and Dr. Kyle Pline.**
 - b. **Absent: Chuck Pearce**
 - c. **Additional guests: Helen Dietrich, Jeannie Sokolowski, Ken Holubeck, Sharon Davis.**
- 3) Approval of previous minutes (Jon)
 - a. **Jon motion with addition of Sharon Davis to roll call, Kathy 2nd, all in attendance approve.**
- 4) Approval of agenda (Jon)
 - a. **Jon motion, Kathy 2nd, all in attendance approve.**
- 5) Superintendent update (Dave Faber)
 - a. **Board did not perform survey last spring. Please perform in Spring 2019.**
 - b. **Dave reviewed Annual Progress Report for DPA. This information can be reviewed by discussing with Mrs. Beuschel, or Jon Morey.**
 - i. **Key items shared:**
 1. **Sacraments have held steady for our cluster, but enrollment has declined. How can we reach those children?**
 2. **This trend is consistent with Diocesan outlook (steady baptisms with declining enrollment).**
 3. **There begins an uptick in enrollment concurrent with the beginning of the Bishop's Catholic school's initiative.**
 4. **87% of Catholic school children attend college. They graduate at higher rates and earn 13.6% more lifetime (\$500k more). More likely to vote and be self-disciplined.**
- 6) Administration update (enrollment, staffing, others) (Kate)
 - a. **SC**
 - i. **Hired Little Wings teacher. Now 3 teachers in LW.**
 - ii. **Little Wings went from 20-19.**
 - iii. **Early Childhood – 2 new preschoolers. Full Tuesday and Thursday. 22 students.**
 - iv. **Elementary – 10.**
 - v. **Added 3 more in aftercare. From 17-20.**
 - vi. **Total: 72.**
 - b. **SJ**
 - i. **Lost one student with exit interview planned. Now at 45 from 46.**
 - c. **Performing 8th grade exit interviews. Asking spiritually and preparation for 9th grade.**
- 7) HSA/Auction update
 - a. **SC** (Kathy)
 - i. **Adding family mentor program. Split up active HSA members and assigned them as mentors for new families.**
 - b. **SJ** (Karen)
 - i. **Book fair: teachers were awarded \$400 which was split between SC and SJ for new books.**
 - ii. **Working on ideas for Catholic Schools Week. Working with SC HSA for advent program to supply treats.**

- c. SJ Auction (Tammy/Joe)
 - i. **Becky on behalf of Auction:**
 - 1. **Euchre tournament was held last weekend.**
 - 2. **Donations still being accepted for auction.**
- 8) Vote for vice chair and secretary for 2018-2019 (Jon)
 - a. **Vice Chair: Dr. Kyle Pline was declared Vice Chair for remainder of school year.**
 - b. **Secretary: Greg Grover was declared Vice Chair for remainder of school year.**
- 9) Action item / committee review (Team)
 - a. Admin: (Kate/P&P/HSA)
 - i. Creation of staff handbooks
 - 1. **In process.**
 - ii. Hire Little Wings teacher
 - 1. **Complete. Spanish is her first language.**
 - b. Marketing:
 - i. Elevator speech
 - 1. **In process.**
 - ii. New marketing logo
 - 1. **In process. Proposal from Adam Lewis. To be further reviewed by Ryan Lafferty.**
 - iii. Sources for DPA wear
 - 1. **We will be going with Ink Link in Ravenna due to simplicity of pricing.**
 - 2. **Will order once we have our new logo and beginning of new year.**
 - iv. Slide show for SJ campus
 - 1. **In process. This will be complete prior to SJ auction.**
 - 2. **Add to Facebook page.**
 - v. Social media plan?
 - 1. **Ryan Lafferty will help with this including the Kendall College students.**
 - vi. Website plan?
 - 1. **Ryan Lafferty will help with this including the Kendall College students.**
 - vii. **Other notes:**
 - 1. **Students from Kendall College of Art and Design will be working with DPA next year. Details to be determined.**
 - 2. **Business cards will be completed once our logo is complete.**
 - 3. **Create marketing for our teachers (like the Diocese does for Seminarians).**
 - 4. **Create Ravenna Independent ad. (March)**
- c. Development
 - i. Michigan State Police grant update
 - 1. **SJ: ~\$25k for card reader (access control) and window film.**
 - 2. **SC: ~\$20k for card reader (access control) and window film.**
 - 3. **3 grant reports are due throughout the process of the grant.**
 - ii. List of grants we're applying for
 - iii. **Other notes:**
 - 1. **Were awarded Michigan State Police grant.**
 - 2. **Started on Steelcase grant. Due February 19th.**
 - 3. **Contacted by teachers at SJ's. Microscopes and technology grants were requested.**
 - 4. **Giving Tuesday campaign was a mild success. \$475 online. \$70 through envelopes. \$545 total. This will go towards Catechesis of**

the Good Shepherd program. More preparation and notification will be used next year. Social media campaign, etc.

5. Added Donate button to school website.

d. Building and Grounds

i. SC Campus:

1. Parking for preschool drop-off (SC)

- a. Teachers have been parking at Church and hall. This has improved Little Wings drop off.
- b. Should we add a sign for parent parking notifying parents that they can use the south lot?

2. Other notes:

- a. Meeting was held to review Diocesan standards for Building and Grounds. Working on proposal for DPA, which will then be reviewed with Men's Club at SC.
- b. Screens fixed. Brandon to install.
- c. Recommend fixing urinals. Committee will ask Kim Krey to request a quote.

3. SJ:

- a. Toilets acting up again.
- b. Plumber thinks there is not enough water pressure for proper flushing.
- c. Further investigation continues.

e. Planning and Policy

i. Update to strategic plan

1. Plan meeting in Jan, March, and May. Final vote in June.

f. Mission Effectiveness

i. Review mid-winter survey and determine if we'd like any changes.

1. In process. Dr. Kyle to send out within ~2wks to board for review.

10) Open discussion

- a. **Advertising: add how we do on standardized testing. Especially include in local newspapers.**

11) Meeting schedule for 2018-2019 school year:

~~Thursday, September 6th - 6:00 PM - St. Catherine Campus~~

~~Thursday, October 25th - 6:00 PM - St. Joseph Campus~~

~~Thursday, December 6th - 6:00 PM - St. Catherine Campus~~

Thursday, January 17th - 6:00 PM - St. Joseph Campus

Thursday, February 28th - 6:00 PM - St. Catherine Campus

Thursday, May 2nd - 6:00 PM - St. Joseph Campus

Mission: As a Catholic academy, we cultivate courageous servants of God by nurturing strengths and promoting leadership through academic and spiritual excellence.

Vision: Be a learning community that grows WINGS: world knowledge, focuses on individualized, innovative education, provides a nurturing family environment, and is God-centered, while utilizing supportive technology.