

St. Joseph School Board Minutes

December 22, 2010

The meeting was called to order at 6:00pm. Members in attendance were Russ Hart, Charlotte Vielweber, Matt Zittel, Randy Elser, Kim Haas, Dave Collins, Pat Herzing, and Roni Juracek.

The group opened the meeting with a prayer. The new school mission statement was read.

Approval of the Minutes:

Kim Haas made a motion to accept the amended November minutes; second by Randy Elser. Motion carried. (The minutes are posted on the school website.)

Standing Committee Reports

Mission Effectiveness: (Roni)

PTF

No Report.

Athletics

The Girls' Basketball tournament was cancelled due to snow days. There will be a meeting to re-schedule another tournament.

Enrollment: (Pat)

Recruitment

There are many activities for Pre-K and School Age children. Marketing activities for alumni are also active. There are 150 friends on Facebook. A full recruiting report is on file. (See attachment 1)

Policy and Planning: (Kim)

Flyers about the Pre-K at St. Joseph were distributed at St. Joe's and will be distributed at St. Pancratius.

Finance: (Dave and Matt)

Dave shared a graphical financial layout for St. Joseph School for 2010-2011. The anticipated/received revenue, actual expenses/budgeted expenses, and a revenue breakdown showing required/collected revenue are on course. Donations and contributions still exceed the required revenue. A full financial statement is on file.

Kevin Schoenborn informed Mrs. Vielweber that the Knights of Columbus would be interested in getting involved in Fundraising for St. Joseph School.

Development: (Randy)

Annual Fund

- The targeted start date for the 2011 Annual Fund is January for everyone except parishioners. Due to the capital campaign for the outstanding balance on the parish center, Father Mark suggested that parishioners be mailed Annual Fund letters in mid-February. We also need to consider dates for solicitation letters for the St. Joseph PTF Dinner Auction.
- We are considering implementing recognition levels to increase contributions. Society names and contribution levels need to be finalized and approved prior to Annual Fund mailings.

Planned Giving

- Met with Randy Flaschbart, Director of Planned Giving for Diocese of Belleville.
- Currently St. Joseph has no planned giving initiatives.
- Randy Elser requested meeting with Parish Council to discuss the future of planned giving and how the two organizations (school board and parish council) can work together. Mr. Flachsbart has offered to meet with this group as well in an effort to promote planned giving. Currently, Parish Council is focusing on Time, Talent and Treasure Program and Stewardship.
- First step for St. Joseph's is an awareness campaign to introduce parishioners and school families to the idea of planned giving. Announcements will be included in the bulletin as well as the parish and school newsletter.

Endowment

An initial discussion was held with Tom Buchmiller, Parish Council member, regarding planned giving and any shared resources we can utilize. Tom's focus is on stewardship and the Time and Talent program. Randy has a call into Randy Flachsbart with the Diocese of Belleville to identify what services they offer and any presentations that would be of interest to St. Joseph School and Parish. Randy will follow up with Tom Buchmiller after he gets additional information/direction from Parish Council.

Building and Grounds:

No Report.

Assistant Superintendent's Reprt

- Mr. Hart explained that in the event a parent with a discipline issue, attends a School Board meeting, Mrs. Vielweber determines the time allowed for the parent to speak, but it is not the role of the School Board to solve these problems.
- Mr. Hart suggested, due to the busy schedules during the months of November and December, only one School Board meeting during those months is necessary.

Principal's Report: Full report is on file. (See attachment 2)

- ITBS: Mike Buscher from the Belleville Diocesan Office of Education presented the ITBS report on December 14. Four parents and five teachers were present. He stressed that it is important to remember this is only one assessment and the size of the sample effects results. The ITBS results are used to recognize strengths and weaknesses of the curriculum.
- ITBS is not the same as ISAT
- We now have a shortened Mission Statement.
- There are 3 children registered for Pre-K
- The Instructional Technology Committee has a meeting January 12.
- Meetings to critique and revise the Parent-Student Handbook are scheduled for January 18 and January 27.

Old Business :

St. Joseph Parish Building Fund is covering the cost of replacing the awnings on the south side of the school.

New Business:

There was no new business.

Next Meeting: Wednesday, January 26, 6:00 pm

The meeting was closed with a prayer.

Respectfully Submitted,
Roni Juracek