

St. Mary Education Committee

June 7, 2023 – 5:30 pm

Meeting Minutes

Members Present: David Gavin, Stefanie Wilcox, Colleen Stovesand, Andrew DuPerrieu, Krista Lea, Amanda Wurth, Father Brad Whistle, Michael Eck, April Dunn

Members Not Present: Beth Kaufman, Chris Miller

St. Mary /Diocesan Staff Present: Monica Hayden, Ashley Wright, Doug Shelton, Robin Mowers, Mary Smith

Meeting Called to Order – 5:32 pm

Opening Prayer – Andrew DuPerrieu

Approval of Minutes – Approved by consensus

Episcopal Vicar Update – No report

Administrative Updates

Director Updates – Written

Elementary School – Written

High/Middle School – Written

Graduation was good celebration of class of 2023. Finished the year with another drama production, which is a good opportunity for the kids to be involved in another activity. Highschool track team went to State. Baseball ended a good season with a loss in districts.

Will be announcing new teachers in the near future. Have most of the staff hired. Will be working through the summer making preparations for the next school year.

Reports Continued:

Advancement and Enrollment – Written Report

Still working with some new families and students. Payments start mid-July so sometimes people drop out at this time. We have had good student and teacher retention.

Building & Grounds – Written (Director's Report)

Safety – Written (Director's Report)

Proposal from PFGW Architects should be available at the next SMEC meeting. The proposal will be part of the strategic plan. Concord Elementary just did a similar upgrade to what we are looking at for our elementary school. PFGW did this upgrade, so they are bringing that knowledge to our project.

Planning to have a safety committee meeting in July. Currently no date set for this meeting.

Elementary school window coverings have been ordered. PIE is going to help pay for safety upgrades at the elementary school. Similar upgrades will be made to the HS/MS, and will be funded from other available funds.

Finance Report – Financials presented for review. Approved by consensus.

Booster Club – No Report

There should be one area overseeing all finances for SMS. Booster club to be cancelled out as of June 30th, and Robin will take over as of July 1st. There are two bank accounts that will be transferred containing about \$50,000. A general account with gates, concessions, paying officials, and a fundraising account. Will work on general budgeting information.

Old Business – STM Capital Campaign Update

Campaign is ongoing with commitment period still open. Have raised about \$2.6 million so far, about \$900k short of goal. SMS will receive a significant donation from this campaign over the next 3 years.

New Business – Girls Athletic Programs

Have 35 girls in HS next year, 14 of which don't participate in sports, which leaves 21 girls to field the 10 sports programs we offer. Middle school girls can't play up on soccer team because soccer is considered a contact sport. Have to have 11 to field a soccer team. We have 11 girls total in 10-12 grades.

We want to continue to offer as many sports opportunities as possible, but will be lean for the next few years. Will continue to have camps to encourage/support our young students to participate in sports. In a few years the ratio of male and female students will be more even than the high school has at this time.

Would like to have a centralized information page for athletics – Sports, schedules, coaches.

Jamie Paxton has reached the end of his second term serving on SMEC. A replacement will be appointed in the near future. Thanks to Jamie for all his contributions to SMEC.

Next Meeting – August 23, 2023 at 5:30

Closing Prayer

SMEC

Director's Report

June 7, 2023

Director

- Excellent end to the school year. Beautiful masses and graduation ceremonies
- Staffing changes - ES - Preschool teachers Brandye Krueger and Cassie Purvis, PE Teacher Chris Jones, MS - Jillian Morgan HS - Penny Hunter. In process of hiring replacements for all - I think they are all filled except for 1 PK? Lisa Z moving to an enrollment coordinator position. Peggy Word will be moving to part time and we are looking for a full time administrative assistant - just posted
- Summer programs have already started, especially with learning support staff. These are free to the families and students indeed are invited to attend.
- Finishing up our EANS 1 allotment. Spent almost \$311K. Main benefits were technology, IT support, summer support programs, cleaning materials, and mis items that we were able to get approved throughout the year, - thanks to Robin
- EANS II - Original budget was for \$1.4M. We have spent/allocated \$727,00 in procurement - Cleaning supplies, HVAC, classroom supplies including student supplies, textbooks and library/literature books, chromebooks, smart boards, printers, ceiling projectors, educational software, assessment classes and prep programs, graphing calculators, wifi upgrades. Staffing - Spent approx \$130K on school nurses, instructional aides and learning support. Remaining approximately \$350K for procurement and \$213K in staffing. Upcoming year will continue to use staffing budget or classroom aides, learning support and nursing.
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Building and Grounds

- Looking at a Sept 1 completion due to the availability of the flooring.
- HVAC - still a fall date to start
- Paving - will be done before the start of school - priority.
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Safety

- Doors access for existing doors with keyless entry will be updated over the summer. On order and waiting for delivery and installation.
- Additional cameras to be added over the summer for non-monitored doors and specific areas not monitored
- PFGW Architects out to review entry areas and make recommendations. They are currently working on different options.
- SRO - No real update. I need to reach out again to Paducah PD for an update.
- ES - ordered window coverings, door locks, fire extinguishers.

St. Mary Elementary Principal SMEC Report

May/June 2023

What a great year!

Faith/Spiritual

- We finished our year with beautiful May Crowning ceremony in honor of our Blessed Mother.
- Several class retreats took place in May.
- Faith filled transition mass for our 5th grade.
- Closing mass for the system as well as last mass with Fr. Emmanuel.
- CHRIST ticket winners came to a close with a reminder of focus of following CHRIST over the summer.

Academics

- Review of Spring MAP data took place in May with each homeroom teacher. Notes were made based on needs for summer and next school year.
- Report cards and MAP reports were sent to families this week.
- Teachers have made notes and preparations to transition student academic records for next school year.
- Summer login information was sent with report cards.
- Several field trips took place in May. - Discovery Park, LBL Nature Station, preschool Barn Yard Buddies

After School/Extra Curricular Activities

- Velveteen Rabbit Play- Mrs. Lyles and a group of 2nd-5th graders successfully put on a performance

Other Activities

- We closed the year with our FUNDrun fundraiser and May Play Day. We are thankful for the support of our families.
- Incentives and end of year days were wonderful for students and families.

Upcoming

- Planning for upcoming year trainings- academic/safety
- Making purchases for upcoming year
- Arranging staffing and hiring for next school year
- Summer Interventions and Camps

Blessings,

Mary Smith

Advancement Report for SMEC

June 2023

Enrollment:

Registration 2023-24 - As of June 6, we are at 419 students enrolled toward our enrollment goal of 420. We are at 99% of our goal.

Annual Fund and Tuition Assistance:

2022-23 Goals:

- Annual Fund includes Viking Society contributions/pledges and runs from July 1, 2022- June 30, 2023.

	Goal	As of 6/6/23
Annual Fund	\$200,000	\$318,133
Fr. Lew White (<i>Catholic Only Tuition Assistance</i>)	\$40,000	\$38,080
General Tuition Assistance (<i>Catholic and Non-Catholic Tuition Assistance</i>)	\$100,000	\$108,848
Total	\$360,000	\$465,061

- As of 6/6/2023, we have raised \$425,384 in Restricted Gifts (renovating locker rooms, Adopt-a-Class/Adopt-a- Subject, updates to playground equipment, grant funding for Inclusions Solutions, donations for the construction of the Auxiliary Gym, etc.)