

St. Mary Education Committee

January 22, 2025 – 5:30 pm

Meeting Minutes

Members Present: Matt Durbin, David Gavin, Amanda Wurth, Andrew DuPerrieu, Blake Cvengros, Austin Smith, Colleen Stovesand, Kristen Stone

Members Not Present: Krista Lea, Paul Humm, Father Gary Clark

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

Meeting Called to Order – 5:30 pm

Opening Prayer

Approval of Minutes – Approved by consensus

Episcopal Vicar Update – No Report

Administrative Updates

Director Updates – Verbal & Written

Elementary School – Verbal

Held a memorial service for Mr. Myers. Feel like the training the staff received, along with all the support from the staff, families, and priests supported students during this time of grief.

The focus of Catholic Schools Week is on Faith. The students are looking forward to weeks activities.

Most of the Jr. Viking basketball teams have played a game. The season is off to a good start. It's exciting to have enough participation to have a team for each grade level. Mrs. Smith is coordinating the program this year, with help from volunteers and parents.

The elementary PE position is filled for the remainder of the school year.

Looking for a custodian again so the position will be posted to the website soon.

Currently looking for a long-term sub for 4 & 5th grade math to cover an upcoming maternity leave.

The elementary HVAC system has been repaired.

4th and 5th graders will be competing in the 4H speech competition. This is a required part of the curriculum for all students. The speeches will be judged by a panel of outside judges. Winners will move on to compete against other winners from our area.

High/Middle School – Verbal

Report cards went out without receiving any negative feedback.

Have several students who are attending the Hub for instruction.

There is a new student who was denied eligibility for baseball by the KHSAA. At an eligibility hearing, the student defended his decision to move schools based on the availability of in person classes offered at SMSS. Previously his advanced courses were offered online versus in person. Since moving to our system his scores have improved, reflecting the benefits of in person instruction. Currently awaiting an eligibility ruling.

Basketball season is ongoing, and teams have been competing in tournaments. Both the boys and girls programs are healthy.

The upgraded weight room was dedicated this month.

The roof leak in the gym during homecoming was an unfortunate incident. Having the auxiliary gym was a great contingency instead of having to cancel planned activities.

Currently looking for a softball coach. Grades 7-12 area eligible to play all sports except soccer, where MS girls aren't allowed to play up.

Academic team won districts.

Committee Reports

Advancement/Enrollment – Written and Verbal

2 new students were added to the middle school in December. One additional student in January.

There is one family planning to return soon and another planning a shadow day.

The email on Continuous Enrollment will go out next week.

Registration for all students opens February 3rd.

An email on the updated referral program will be sent soon.

Finance – Written and Verbal

The finance committee held a meeting. The current revenue is not sufficient to cover the operating expenses. Currently on pace for a deficit of about \$300 - \$400K this fiscal year, which is at the halfway point. Expenses have outpaced revenue. The maintenance budget was increased, but not enough to cover current maintenance costs. The finance committee is

recommending increasing revenue from all sources. Increased salaries and increased headcount are a factor in the projected deficit.

Parish subsidies in the past were close to 50% of tuition costs. Currently families with subsidies pay around 63% of the cost. Will explore options with the parishes to increase the subsidy, along with increasing the cost of tuition. It is important to note that the school is debt free. Increasing revenue will be a big theme going forward, which will include looking at tuition increases. Tuition rate for the next school year needs to be set by March. Andrew will request a meeting with Fr. Mike and Mrs. Hayden to discuss parish subsidies.

Covid money which helped offset costs in the last several years is gone. The technology fee, which was offset by Covid money, will have to be reinstated.

The cost of educating a student is as follows.

High School	\$13,500
Middle School	\$10,033
Elementary School	\$ 8,000

Approximately \$6,200 of this cost for each student goes to teachers' salaries.

Finance council recommended presented financials for approval.

Any big-ticket items being considered by the strategic planning committees are asked to be submitted to Robin Mowers by March 1st. This is for expenses for all 5 years, and is for budgetary purposes.

Committee Reports

Academics

At our last meeting, we discussed the feasibility of proposing to the Diocesan School Office that we create our system of observations and evaluations for faculty and staff. One step would involve principals keeping a log for tracking monthly interactions with teachers, which focus on specific standards and needs of teacher and the school. For student feedback, we considered having Transition Year Interviews in small groups perhaps in conjunction with Student Life. We are considering changing the wording of the SMART GOAL. Our plan is to begin discussing the 2nd SMART GOAL at our next meeting scheduled for the first week of February.

Advancement

Committee met reviewed annual Advancement Calendar and began implementing (monthly e-newsletter, spoke at PIE meeting, social media posts, preparing for Viking Society events).

Catholic Identity

Held a meeting on Tuesday, 1/14. Since last meeting, have created, distributed, and collected student surveys from HS, MS, and 5th grade ES students on their experience with liturgical and faith-based activities. Progressing communication with leadership to better understand how liturgies are planned. Reported improvement in afternoon prayer at MS/HS being closer to dismissal time

Enrollment

Collected additional of information to develop current listing of activities for both MS and HS. Additionally, drafted questions for our team to review at our next meeting.

Facilities

Work is continuing on addressing HVAC needs at both schools. Have a donation to cover the cost of control system upgrades (\$17k). Waiting on an estimate for cost to replace broken chiller. Have a better idea of the needs for the HVAC systems in both schools. Still working on some items and narrowing down the costs of associated repairs and upgrades. Monica has contacted an engineering firm to look at drainage around ES parking lot expansion project. Will have more information on this soon. Found a 2016 report that outlines proposed capital spending projects with estimated costs. Atlas Roofing has worked on repairing leak on HS roof. They left without detailing exactly what was done. There is a company coming to look at installing additional locks on interior doors to restrict access to the school during after-hours events. Before making any changes, the proposed changes will be checked to make sure they don't violate fire codes. The safety grant information has been submitted. Discussed the need to have a facilities manager to oversee the facilities master plan.

Governance

Held a meeting with Rosanne Whiting. Discussed the goal of 100% support from SMEC. Looking to streamline communication.

Student Life – No Report

Old Business –

New Business –

Would like to have a projection of 2025 - 2026 enrollment, along with a break even tuition cost based on the projected enrollment.

Next Meeting – February 26th

Closing Prayer

**Advancement Report for SMEC
January 2025**

Annual Fund and Tuition Assistance:

2024-2025 Goals:

- Annual Fund includes Viking Society contributions and runs from July 1, 2024- June 30, 2025.

Fundraising 2024-25 (July 1-June 30)	Goal	As of 01/21/2025
Annual Fund (Including Viking Society)	\$300,000	\$278,823
Fr. Lew White (Catholic Only Tuition Assistance)	\$40,000	\$52,973
General Tuition Assistance (Catholic and Non-Catholic Tuition Assistance)	\$100,000	\$107,259
Total	\$440,000	\$439,055

- As of 01/21/2025, we have raised **\$345,796 in Restricted Gifts** (Weight Room Renovation, maintenance funding, grant funding for an audit, Adopt-a-Class/Adopt-a-Subject, funding for drama club, etc.)
- As of 01/21/2025, **Booster Club has received \$36,151** in sponsorships and team specific donations.

Grants:

We applied for three grants in October and November and received all of them. These funds have been received and materials are being ordered.

1. New Academic Team equipment and supplies for elementary and middle school teams. (\$1,050)
2. New Science Kits for 6th-8th grade. (\$6,002)
3. Additional Science Lab supplies for the high school science classes. (\$5,394)

We received a \$60,000 grant in December to replace gym doors, entrance doors, and change door hardware at the middle and high schools.

SMEC Notes

January 22, 2025

System Director - Monica Hayden

Safety grants were submitted over Christmas break. They are in the review process for environmental issues. Still on track to complete this summer.

Parking update - BFW, a civil engineering firm, is scheduled to look at the location for potential parking last week. We are waiting on a report from him as to our next steps. PW is open to additional lighting and will work with BFW as needed. See memo for additional points.

Ongoing roofing issues - all leaks have been repaired since the last rain but there is always something. The roofing company claims the recurring issues stem from the metal panels that were installed years ago.

HVAC - A donor arranged for a new control system to be installed to better control the heat/air in the MS/HS classrooms. They were out today and all looked good. We will see the impact.

Sound issues continue in the main gym. They will be here Tuesday prior to the CSW mass to adjust and then see how the sound is when the gym is occupied.

Enrollment information is being sent out this week, including info on tuition assistance.

Reminder - continuous enrollment - families opt out. We did increase the amount for registration to \$75, mainly to avoid confusion with the \$50 FACTS fee. This gets applied to next year's tuition. Preschool was increased to \$100. With less spots available we want families that are committed to coming, and \$50 did not impact enough.

Safety - continue to focus on how we can improve. Updating some doors in the buildings, Team Alert is being tested, and updating handbooks on emergency procedures.

Catholic Schools Week starts on Sunday. We will have some representatives speaking at the masses, students handing out prayer cards, bulletin inserts, and activities celebrating schools next week. I have asked that the message at the masses be one of thanks -as we have tremendous support from our parishes.

ST MARY MIDDLE AND HIGH SCHOOL
Principal's Report – Douglas Shelton
February, 2025

This February, heck this whole second semester, has had an abundance of activity, athletics, and weather to keep everyone more than busy and active with all things St. Mary! Now in this final week of February, despite hosting the HS District Basketball Tournament, routines by day seem to be normalizing again in the classroom and students/teachers can settle in for the next 6 weeks until Spring Break. There's been a lot happening at St. Mary MS/HS, and here's a few of the highlights from this month....

Academic / Culture Accomplishments

- Our district winning MS Academic Team is now qualified for state next month after finishing 2nd at regionals. 4 additional students qualified through writing comps. or content assessments.
- We managed through a period of NTI with overall satisfaction reported by parents/students in course load during this time. This keeps students from having to make up these days in May.
- Our MS Academic team finished 3rd of 18 teams participating in the challenging 170th DOE Science Bowl.
- 3 of our Juniors were named Centre Fellows, which could lead to 26K in Scholarships, should they attend Centre University

Athletic Accomplishments / Notes

- Our boys and girls HS basketball teams completed amazing regular seasons, and the boys have already clinched their trip to Regionals next week! St. Mary is proud to host the district tournament this week, and we appreciate the "all hands on deck" approach of our personnel and families making this event possible for us to host and show off our wonderful schools and facilities!
- Luke Sims achieved 2,000 points, becoming the fourth player as a St. Mary Viking to do so.
- Our Varsity boys defeated Paducah Tilghman to obtain the #1 seed in districts, and then later took down the defending state champ in Lyon County Lyons. They are a perfect 14-0 at home this year, with just the district final left to play.
- Our girls HS basketball program has put up their largest win total in almost 15 years.
- 7th Grader Cash Miller sunk a half court shot to win the McDonald's Half-Time Bank Shot during Monday's district game vs. CCA.
- MS Soccer, HS Tennis, HS Baseball, Track and HS Softball all are about to open seasons, and early practices have begun or will start very soon!

Spiritual / Service Notes

- Random Acts of Kindness were everywhere at St. Mary this month, with students cleaning, prepping, constructing a word wall, etc. Words of encouragement can still be seen up and down the HS Hallway.
- A Student Ambassador group has been formed and will be crucial in welcoming new students, as well as, highlighting various things at St. Mary from a "student perspective".
- The freshman class has started their annual crochet project to benefit Hope Unlimited.
- Two MS Masses and two HS Masses were held this month, along with multiple trips to the chapel for Adoration throughout the month.

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Upcoming New Annual Fund Events:

Alumni Giving Challenge - April 21- May 5th

Viking Society Gathering - April 25

Viking Society Gathering - June 12

Enrollment/Alumni:

- Three new students have been enrolled since the beginning of the semester:
 - January: One 7th grader and one 8th grader.
 - February: One 8th grader.

Kindergarten Enrollment:

- Current kindergarten enrollment stands at 32 students. An additional 6 enrollments are anticipated, which would bring us to capacity of 38 and necessitate a waiting list.

Shadow Students:

- An 8th grader is scheduled to shadow on Wednesday, February 26th.
- Two students (6th and 7th grade) shadowed on February 6th and will be enrolling for the next school year.
- Two students (5th and 1st grade) are scheduled to shadow on March 10th and are enrolled for the 2025/2026 school year.

Tours:

- Six tours were conducted this month, with four additional tours scheduled for this week.

Alumni:

- Plans are underway for the upcoming alumni reunion in May, as well as a potential alumni night in downtown this spring.