

St. Mary Education Committee

January 25, 2023 – 5:30 pm

Meeting Minutes

Members Present:

Father Brad Whistle, David Gavin, Stefanie Wilcox, Colleen Stovesand, Andrew DuPerrieu, April Dunn, Michael Eck, Krista Lea

Members Not Present: Chris Miller, Robbie Shoulta, Beth Kaufman, Jamie Paxton

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

Visitors Present:

Meeting Called to Order – 5:30 pm

Opening Prayer – Andrew DuPerrieu

Approval of Minutes – Approved by consensus

Episcopal Vicar Update – No report

Administrative Updates

Director Updates –

Ended 2022 on positive note. Started construction on auxiliary gym – projected to be completed in August. Received some donations at the end of the year.

Changing to continuous enrollment for K-11. Have gotten positive feedback on this change.

Will have a grant meeting to review tuition assistance. Asking for application for tuition assistance to be completed by end of February, using 2021 taxes. Grant committee will meet in April, and will follow the same process as last year. Assistance is granted at the discretion of the committee. We are committed to the students receiving aid and will continue to subsidize them as necessary while considering changes in their overall financial position.

Finance committee met to discuss tuition for 2023-2024. Finance committee is recommending a 3% increase for 2023-2024. This is on the higher end of our target for increases, but is less than inflation and less than our costs have increased. We are also targeting a teacher salary increase to stay in the diocese target range for teachers, with the goal of reaching the top of the diocese range for teachers. We have available/unused tuition assistance that could cover the cost of the increase for those receiving assistance or those in need of assistance. SMEC came to a consensus that the recommended 3% is acceptable.

Working on the 2023-2024 calendar. Planning to start Wednesday August 9th, with the last day before Christmas on Friday December 15th. There would be snow make up days which could mean school

wouldn't be out until Wednesday December 20th. Will go back January 3rd. The calendar will be sent out once it's complete. Some half days of school will be built in for professional development for staff. Childcare would be provided for the children of staff. By scheduling in advance hope not to inconvenience parents of other students.

Elementary School – Written

High/Middle School – Written

Reports Continued:

Catholic Identity – No report

Advancement and Enrollment – Written Report & Verbal

Working with Alumni coordinator (Lisa Zakutney) to plan events for young alumni to keep them connected with SMS. Trying to keep them engaged from the time they graduate, until the time their kids are old enough to attend school. Will have alumni breakfast monthly with the first one being February 8th. April 20th will have alumni night at Barrel and Bond. Trying to do more social events for alumni.

Building & Grounds –

Parking lot paving project is moving forward. We have a donation. Looking at the high school lot. Planning a Building and Ground committee meeting in February.

HVAC is approved. Still need to confirm project timeline. Should be done in the summer, but hasn't been confirmed. Need confirmation on material lead times.

Finance Report – Financials presented for review (Nov & Dec)

Financials approved by consensus.

Booster Club – No Report

Old Business –

St. Thomas More Capital Campaign Update

St. Thomas More has a goal to raise \$5 million in their capital campaign. Vision Team has been made to give 10% of money raised to support St Mary School System. Plan to donate this money as unrestricted. Will know by the end of May what to expect in terms of funding for capital campaign.

Approve Bylaws

Will vote on bylaws at February meeting.

New Business – 2023 – 2024 tuition
2023 – 2024 calendar

Robbie Shoulta will be moving off SMEC due to a conflict with his schedule. A replacement will be appointed in the near future.

Investment committee for the endowment is looking for one additional member. Would prefer to have a SMEC member. Chris Miller was mentioned as a potential candidate.

Catholic Schools week scheduled for week of January 30th. Many activities scheduled to celebrate. Students will be handing out thank you notes at parish churches after mass on Sunday January 29th, to thank them for their support of the school system.

Next Meeting February 22, 2023 at 5:30

Closing Prayer

St. Mary Elementary Principal SMEC Report

January 2023

Service Projects from December/January:

- Collecting items to fill Boxes of Joy. With the help of the middle/high school, we collected money and items to fill 65 boxes.
- Paducah Power Canned Food Drive: ES, MS & HS worked together to fill a crate pallet of food items

December Notes

- We had another successful K-5 Christmas Program. It was truly a group effort on all sides. We were thankful for the flexibility and understanding of families when the date had to be shifted due to the unexpected closure on the originally scheduled day.
- Our preschoolers also performed for our their families with a packed gymnasium and a special donut treat afterward.
- Each week during Advent we shared the “lighting” of another candle on our school advent wreath. A short ceremony was held by students each Monday.
- The month ended with several activities for students and staff before the Christmas break.
- Classrooms wrapped up 2nd quarter instruction as well.

January Notes

- Winter MAP testing began the second week after returning from break. The teachers will pull reports and reflect on each student's growth as well as the skills they are still missing to guide their instruction for the remainder of the year.
- IXL will be updated with the students new MAP scores to ensure students are practicing the skills they need.
- As part of the teachers' planning, they recently turned in their checked off standards and updated their mapping of coverage of standards for the remainder of the year.
- We said a school wide Rosary For Life last week.
- After Christmas break we began having mass in the chapel/library. Mass has not taken place here since pre-covid. Though there is not alot of extra space in this area, the spirit is very much felt in this space. We appreciate the patience and flexibility of our families as we work out the kinks in this new space.
- Our 4th & 5th grade students have begun preparing for their 4-H speeches. This is something that we build into our curriculum and is required by all students. We have found this to be a wonderful experience for our students. Many move well beyond the local level of competition.

Inclusion

- Upon return from Christmas break we were excited to welcome a new preschool student with down syndrome. With many meetings and planning that started several years ago, the school has the structures in place to support her needs. This will be an every changing situation as

the child grows. Communication between the family and the school has been positive and the child is thriving.

- An ADA swing was donated to the playground last week. Though this is not limited to certain students it does ensure inclusion for students who may not have the head or body strength to swing safely independently.

Extra Curriculars

- Choir- Mrs. Birman has started an afterschool choir on Tuesdays. We are excited to offer this opportunity for our students. I believe this will be a great practice for mass participation each week.
- Coding League was a success in the Fall. We also have a Spring season that has just began as well, led by Mrs. Stewart. This has been a wonderful opportunity for our students.
- Our Academic Team has had a great season. They are wrapping up their season in the next couple of weeks and will be practicing for the upcoming District Governor's Cup.
- Junior Vikings basketball and cheer have had 3 weekends of basketball and cheer. The teams each have a schedule where they practice throughout the week as well.
- We had a handful of 4th/5th grade students playing up on the middle school basketball teams this year.
- Afterschool STEM Club has continued, after our January return, for our participating 3rd-5th graders. This is facilitated by Ms. Stewart two days a week.
- 4-H club has met once a month starting in November and will continue through the remainder of the year.

Upcoming:

- Catholic Schools Week- Jan 30-Feb 3: Theme: Faith, Excellence, Service
 - We have several themed days and appreciation projects planned
 - Our service project for the week will be to collect boxes of cereal. The students will get to domino them at the end of the week.
- 5th Grade will be taking the ACRE assessment in February. .
- Officer Woody will be here beginning in February for DARE. He will work with our K-5 students once a week through the remainder of the year.
- Open Enrollment begins soon! We are eager to begin planning for the new year.
- Summer Program planning is underway. We are working to have several program offerings over the summer.
- Lent will be upon us soon. We have already begun planning for the Lenten season as well.

Mary Smith

ST MARY MIDDLE AND HIGH SCHOOL
Principal's Report – Douglas Shelton
January, 2023

We are just over 3 weeks into the second semester, and there has been plenty that's happened since SMEC has last met. We closed out one semester, and started the next one with Homecoming week in the high school. We've almost completed MAP testing on the 6th/7th graders, and we received wonderful PRE-ACT results on our 8th graders in this second semester. Basketball season continues to grind to a conclusion, with Senior Night happening this coming Monday. Looking ahead, Catholic Schools Week sits on the horizon next week--one of the truly unique celebrations special to St. Mary. This report tries to capture the academic, athletic, and spiritual accomplishments going on at St. Mary MS/HS over the last month. Here are some of the highlights....

Academic / Culture Accomplishments

- After individual reports go out to 8th grade students/families this week, we have great news to celebrate regarding the 8th grade's collective success as a whole, as compared to national benchmarks, indicating their potential for college readiness.
- MS Camps and Squads have held "Name that Tune" and Volleyball competitions. (The Morgan Camp had a celebration lunch for their service project efforts.)
- The Christmas party for faculty and staff was very well received again this year.
- 3 members of the MS Academic Team qualified for regional competition, with Sophie Stratemeyer winning district Science Assessment.
- High schoolers ended the first semester by completing a "college style" Finals "Week", even cut short by one day!
- The commons area has seen numerous science projects being conducted in it--from catapults to Pringle physics challenges!
- High School had very well attended Homecoming week festivities.
- All MS/HS faculty participate in an Inclusion Solutions PD after school.

Athletic Accomplishments / Notes

- Ellie Roof signed to play her college golf at Center University this fall.
- The boys basketball team hosted a successful "Christmas Classic."
- The MS boys and girls basketball seasons have come to an end, with the MS girls finishing as district runner-ups.
- Both high school basketball teams won on Homecoming night.

Spiritual / Service Notes

- The MS/HS raised well beyond what was needed to fund the Operation Christmas Child Shoebox service project.
- Advent ceremonies were held throughout the Christmas season.
- Students have participated in 2 MS Masses, 1 HS Mass, and 1 System Mass.
- The CSH class of high schoolers have completed several different acts of service throughout the campus.

**ADVANCEMENT OFFICE REPORT FOR SMEC
January 2023**

Annual Fund and other donations:

Fundraising 2022-23 (July 1-June 30)	Goal	as of 1/23/23
Annual Fund (Including Viking Society)	\$200,000*	\$ 300,328
Fr. Lew White (Catholic Tuition Assistance)	\$40,000	\$37,280
General Tuition Assistance (Catholic and Non-Catholic Tuition Assistance)	\$100,000	\$102,150
Total	\$340,000	\$439,758

**Our budgeted Annual Fund Goal is \$200,000 but our internal "stretch-goal" is \$250,000.*

- As of 1/23/2023, we have raised \$422,885 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.)
- We also received \$50,000 to our Endowment Fund in December 2022.

Enrollment:

2023-2024 Enrollment Goal: 420 students

We will kick off registration for new students, pre-school and kindergarten on January 30th.

Continuous Enrollment: Starting this year, students will be continuously enrolled unless a family tells us otherwise by March 15th. This will simplify the registration process for our current K-11th grade families and reduce staff time involved in the process.

Fundraising: