

St. Mary Education Committee

August 13, 2025 – 5:30 pm

Meeting Minutes

Members Present: Amanda Wurth, Andrew DuPerrieu, David Gavin, Blake Cvengros, Fr. Mike Clark, Kristen Stone, Lynn Thompson, Matt Durbin, Sheryl Chino, Paul Humm, Dr. Ed O'Neill, Austin Smith

Members Not Present: none

St. Mary /Diocesan Staff Present: Kathi Falk, Mary Smith, Ashley Wright, Robin Mowers

Meeting Called to Order – 5:30 pm

Opening Prayer

Approval of Minutes – Minutes from July's meeting will be summarized and redistributed as they are lengthy.

Episcopal Vicar Update – Fr. Mike shared he, Mary Smith and Kathi Falk had met to discuss school leadership. The finance committee has also met since the last SMEC meeting. There is a strategic planning meeting planned for Monday.

Guest – No guests in attendance

Administrative Updates

Director Updates – Mary Smith and Kathi Falk continue to share the director responsibilities. The school hosted a retreat for all staff prior to the opening of the school year.

Elementary School – Mary discussed the differentiation needs of elementary students, including accommodations for kindergarten and third-grade students. They have implemented more supervision for ES walkers to the MS/HS in the afternoons. She also mentioned collaboration with Father Basilio and Julia Colgan for faith planning.

High/Middle School – Kathy provided updates on middle and high school, including student needs, accommodations, and the implementation of a focus class for 9th and 10th graders. She also discussed movement during lunch periods and the reintroduction of camps for team building and faith integration. The athletic director has implemented a Catholic Athletes for Christ chapter. There will be a rosary early morning. Lesson plans and approvals are well under way. The school has created a liturgy team of 4 people including Julia Colgan.

Committee Reports

Advancement- "A Profile of a St. Mary Student" was passed out to the committee for review. The profile should aid teachers in the formation of lesson plans, discipline and may possibly be used in marketing. The committee will review and provide comment.

Enrollment- Ashley Wright provided a written report.

Finance-Robin submitted the current year's budget for approval and it was approved. A Homeland Security Grant has been approved. It will provide security improvements. A recent downpour caused some flooding in the school and an insurance follow-up is planned.

Strategic Plan Committee Reports-no written notes provided.

Academics – no report Lynn Thompson will join the committee

Advancement – see above

Catholic Identity – no report Paul Humm will join the committee

Enrollment- no report Ed O'Neill was asked to join the committee

Facilities- Bids will need to be solicited to use Homeland Security funds. A quote is expected for retrofitting of more efficient lights. Sheryl Chino will join the committee.

Governance-no report

Student Life-no report. Austin Smith will join the committee.

Finance-Budget for the coming year was submitted and approved.

Old Business

The team agreed to proceed with adding an additional non-Catholic SMEC member with the recommendation that a high school parent fill the role. A letter of response was crafted and sent to Fr. Bruce Fogle regarding his recent visit to a committee meeting.

New Business

Committees will be asked to update progress on the strategic plan on the website.

Next Meeting – September 10th @ 5:30pm

Closing Prayer

Meeting adjourned at 7:18 pm

A Profile of a St. Mary Student

A St. Mary student is a faith filled, compassionate person who strives to live and love like Jesus Christ. Formed in Catholic virtue and grounded in a relationship with God. They seek truth, practice integrity, and live with purpose. They are lifelong learners who think critically, communicate effectively, and collaborate with others to serve the common good. Rooted in personal responsibility and a spirit of service, they pursue excellence in their vocation, contribute meaningfully to Church and community, and live each day with heaven as their goal.

Student Attribute	What this looks like in a student:	How teachers can support this:
Faith Filled & Compassionate	Demonstrates empathy, kindness, and a personal relationship with Christ.	Model Christ like, love; create space for prayer and service in class.
Formed in Catholic Virtue	Makes moral choices rooted in Church teaching and virtue.	Integrate virtue ethics into classroom norms and discipline; highlight saints and Church teaching.
Critical Thinker & Lifelong Learner	Engages with ideas deeply, seeks truth, and continues learning beyond the classroom.	Foster inquiry, research skills, and open discussion; assign reflective and analytical work.
Effective Communicator	Communicates clearly, listens attentively, and shares ideas respectfully.	Incorporate presentations, writing, and peer feedback; teaching active listening.
Collaborative & Servant Oriented	Works well with others, leads through service, and puts the good of others first.	Use group projects, service learning, and collaborative tasks with clear roles.
Responsible & Purposeful	Takes ownership of actions, follows through, and lives with intention.	Provide structure with freedom, encourage goal setting, and mentor decision making.
Pursues Excellence & Vocation	Strives for high standards in work, discernment of vocation, and personal development.	Set high expectations, offer vocational guidance, and affirm individual gifts.
Heaven Oriented	Lives with eternity in mind, grounded in hope and oriented towards holiness.	Share witness of hope, connect academics to greater purpose, offer silence and reflection.

Teacher Checklist for Student Formation

1. Provide opportunities for students to encounter Christ in prayer, service, and sacraments.
2. Explicitly teach and model Catholic virtues and values across all subject areas and classroom management.
3. Challenge students to think critically and reflectively about truth, beauty, and goodness.
4. Foster writing, speaking, and listening skills with opportunities for expression and dialogue.
5. Use collaborative work to cultivate empathy, teamwork, and shared responsibility.
6. Encourage personal responsibility, integrity, and thoughtful decision making.
7. Promote academic excellence and help students discern their God given vocation.
8. Inspire students to see their lives as a journey toward holiness and heaven.