

St. Mary Education Committee

March 18, 2026 – 5:30 pm

Meeting Minutes

Members Present: Amanda Wurth, David Gavin, Blake Cvengros, Lynn Thompson, Matt Durbin, Dr. Ed O’Neil, Sheryl Chino, Paul Humm, Kristin Stone, and Austin Smith

Members Not Present: Andrew Dupperieu

Guest – No guests in attendance

Episcopal Vicar Present: Fr. Mike Clark

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

Meeting Called to Order – 5:30 pm

Opening Prayer – Fr. Mike Clark

Approval of Minutes – February’s meeting minutes were approved with minor edits and corrections.

New and Pending Business—

New Facilities Team – An announcement emailed today introduced recent hires John Moon and Jacob Young. Mr. Moon will handle Facilities Maintenance and Mr. Young will be our evening Maintenance and Custodian for the school system. The two are working together through spring break to create a plan for campus needs. They plan to implement a work order system with Google forms to assist with prioritization of work to be performed.

GPA Scale – After communicating with Tracy Conkright and comparing scales with the Owensboro school system, St. Mary plans to adopt a similar scale as soon as possible. The roll-out will be retroactive and more communication will come once the correct approach is identified. SMEC members recommended the communication include comparison to Owensboro, the old scale and local public schools if they can be identified.

System Director Hiring Updates – The hiring committee has been blessed with over 10 promising applicants. The pool is geographically diverse and 7 will be interviewed so far. Meetings will begin next week, and applications will be collected for 2 more weeks. The committee will select 2 who will then be interviewed by the principals. There will then be a second interview with David Kessler, Tracy Conkright and Fr. Mike Clark.

Athletic Handbook Updates and Approval – The handbook is now in compliance with KHSAA requirements and will continue to be updated as needed.

Parent Survey – Results were discussed briefly, noting largely positive and some critical remarks.

Strategic Plan Committee Reports-written notes provided to Blake and follow.

Administrative Updates

Episcopal Vicar Update – In addition to updates above, Fr. Mike shared the diocese's plans regarding the underfunded Christian Brothers Employee Retirement Program. The diocese has a plan in place and the timing of it will come once additional study can be completed.

Director/Principal Updates - Mary Smith and Kathi Falk provided a written report. In addition to several teacher and staff positions, we have also posted Admissions and Alumni Coordinator positions. The 5th Grade Shadow Day has been planned for April 22nd. Perspective student tours are continuing. The 8th Grade has met with Mitzi Enlbright and been offered a tour of the Paducah Innovation Hub. The hub's partnership will continue next year. Professional Development continues with curriculum conversations and technology reviews. Student life activities include an upcoming Greece and Orchestra trip. ES and MS are preparing a May performance. 4H speech contests will take place March 24th. The ES Chess club has begun.

Advancement - Ashley Wright provided an update on fundraising for the Annual Fund and Tuition Assistance as well as plans for upcoming events. The 2nd Alumni Giving Challenge will kick off April 15th.

Enrollment – Inquiries from perspective students continue as 26/27 registration has opened. At least 4 have enrolled and 1 started recently in middle school.

Finance – Robin Mowers recommended the January financials for approval and the committee approved. AP was at \$65k, but now sits at \$6k. AR sits at \$35k. Expenses are at 63% of budget due to higher utility expenses than expected. The investment account saw increases in January. In new business, the Father/Daughter dance and Spring Butter Braids sales netted gains and the MS and ES Fund Runs were also a success. Auction work has begun with multiple committees meeting.

Next SMEC Meeting –April 15th at 5:30pm. Tentative meeting set for May 20th but may be moved to June 17th at 5:30.

Closing Prayer Fr. Mike Clark led a closing prayer

Meeting adjourned 7:30pm.