

St. Mary Education Committee

June 25, 2025 – 5:30 pm

Meeting Minutes

Members Present: Amanda Wurth, Colleen Stovesand, Andrew DuPerrieu, Austin Smith, David Gavin, Blake Cvengros, Fr. Mike Clark, Lynn Thompson, Matt Durbin, Paul Humm

Members Not Present: Kristen Stone

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

Guest Present: Fr. Bruce Fogle

Meeting Called to Order – 5:35 pm

Opening Prayer – Fr. Mike Clark

Guest – Fr. Bruce Fogle

Fr. Bruce addressed the committee and provided a written copy of this address. He had other commitments, so departed after delivering his written address and making a few comments.

After Fr. Bruce departed, there was a discussion of his comments and concerns. It was agreed that all priests from the deanery, and all those who have students in the school system, are always welcome at the school. They are encouraged to be a part of, and play an active role in the system. The message to Fr. Bruce is that the committee has heard his comments and concerns and are actively working to address them. Mrs. Hayden will send a letter to Fr. Bruce as a follow up.

The Catholic Identity committee is working on an initiative to give the priests an additional forum outside of the mass to give students instruction and feedback. There is a need to develop more of a relationship between the priest and students. This will allow for instruction on theological issues, morality, and social teachings to be better received by the students.

Approval of Minutes –

June 12, 2025 – Minutes to be amended.

Episcopal Vicar Update – No Report

Election of Officers –

Andrew DuPerrieu summarized the duties of the officer roles, followed by the election of officers.

Chair – Blake Cvengros

Vice Chair – Matt Durbin

Secretary – Lynn Thompson

Treasurer – Colleen Stovesand

Administrative Updates

Director Updates – Monica Hayden

Lay Family Foundation has been contacted, and they still haven't sent applications. About \$55,000 in assistance is expected and offsets our tuition assistance. There are no updates as they are waiting for changes to the application process. We will offset this money from our tuition assistance until Lay Family Foundation grants awards. This would reduce the available money we have moving forward. We will communicate with families, so they understand the situation.

Kathi starts Tuesday and will begin interviews to hire for vacant teacher positions. Protocol on hiring is outlined in the handbook. Positions are considered full time if teaching 3 classes plus a prep. Working 20 hours is considered full time, however these contracts will be at 70% on salary schedule.

Elementary School – Mary Smith – Written and Verbal

There was a discussion around hiring for vacant positions within the system. Fr. Mike stated that while we must be concerned about finances and have to take that into consideration, we should not let that drive all the decisions.

Looking at adding a navy-colored shirt option for elementary school this year. Will continue to look at other uniform options in the future.

High/Middle School – Omitted

Committee Reports

Advancement – Ashley Wright

The events of the last few weeks have not led to a substantial loss of financial support.

Enrollment -No Report

Finance – Robin Mowers

March - May financials are ready for review and approval. To be approved in a future meeting.

There is currently \$30,000 in past due tuitions which at this time of the year is a concern.

2025-2026 school year will have an extremely tight budget. Tuition revenue is projected to be down. There are limited areas where budget cuts can be made.

2024-2025 operating loss will come in less than expected (\$60,000).

The 2025-2026 budget projects a deficit approaching \$500,000. This is an urgent issue to address, but the system will operate for the year. There is money available across accounts to cover this loss. There will be a future special meeting called specifically to address the financial/operating loss. The current decline in enrollment directly affects the budget.

Strategic Plan Committee Reports

Academics – No Report

Advancement – No Report

Catholic Identity – Colleen Stovesand

Addressed all actions items and collaborated with many different groups. Handing off some items, but will continue to follow these into next year.

Enrollment – Blake Cvengros

Feel good about the progress that was made even if many activities were in the background. The survey didn't go out until the last day of the school year, so the feedback is of limited value. Still going to proceed, and may use the survey again at the beginning of next year. Will continue to enhance marketing efforts to promote system strengths.

Facilities – David Gavin

Had meeting and reviewed framework of facilities plan. Will review equipment criticality and make changes where it is deemed necessary. Need additional information on HVAC systems to refine these costs.

Will explore options for an energy audit for the schools.

Finance – Matt Durbin

Electricity up for the MS/HS this school year. Need to determine if this is due to the auxiliary gym, or for some other reason.

Discussed financial controls in absence of a system director.

Highlighted need for a meeting to focus on school finances in the very near future.

Governance – No Report

Student Life – No Report

New Business – Handbook Review

Mrs. Smith to send a draft of the handbook as a google document. Once comments are made a red line version will be put together for review.

Closed Session

Next Meeting – July 16, 2025 5:30

Closing Prayer – Fr. Mike Clark

Meeting Adjourned – 9:00 pm

St. Mary Elementary Principal SMEC Report

June SMEC 2025

Faith/Spiritual

- Plans to continue strategic plan goals with Fr. Mike and system planning
- Liturgical spreadsheet

Academics

- Review of curriculum for 25/26

After School/Extra Curricular Activities

- Male- lunch coverage aftercare- youth experience, athletics, watch dog program

Summer Maintenance/Projects

- Gym Paint-Floor
- Carpet Cleaning

Additional

- Arranging staffing and hiring for next school year
 - Elementary Teachers- reviewing enrollment 5th grade
 - Preschool Aides
- Preschool change of classroom setup
- Handbooks
- Dress code phones/watches, and Navy tops

Blessings,

Mary Smith