

St. Mary Education Committee

April 15, 2026 – 5:30 pm

Meeting Minutes

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

Members Not Present: Paul Humm and Kristin Stone

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 – March’s meeting minutes were approved.

New and Pending Business—

Athletic Handbook Updates and Approval – Current handbook is in compliance and it will be reviewed again at a future date.

Safety and Security – Added maintenance staff is also adding security value with regular walk throughs as they work. An identification system from Raptor Technologies is being reviewed and will need a policy around it if implemented. The locked blue doors and more cameras are an improvement. Deliveries are being left at the blue doors and then retrieved by maintenance.

System Director Hiring Updates – Interviews of the top candidates began this week. 5 so far. 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. The goal remains to pick by the end of May and the candidate’s contract will begin July 1st.

Teacher and Staff Vacancies- Interviews have begun for the 26/27 school year. Offers will be made as the right candidates are identified.

GPA Scale – Administration submitted a revised grading scale meant to encourage enrollment in advanced courses. The scale is more comparable to local public schools and should allow our students to compete more effectively for scholarships. SMEC approved the

new scale. An announcement will be emailed to parents in the coming weeks and the scale will be used in the 2026/2027 school year.

Strategic Plan Committee Reports-written notes provided to Blake.

Administrative Updates

Episcopal Vicar Update – Fr. Mike shared a reflection as well as the updates on the hiring of the director role above.

Director/Principal Updates - Mary Smith and Kathi Falk provided a written report. As noted above, they are actively interviewing for open staff and faculty positions. Maintenance staff continue to assess needs and completed a number of service projects over spring break. They are planning for summer break maintenance. End of year activities are planned including talent shows, Prom, MAP testing, and ARK testing as well as teacher professional development. Spring retreats for each class have begun. May Crowning and Mother's day prayers services planned. The Greece trip went well over spring break.

Advancement - Ashley Wright provided an update on fundraising for the Annual Fund and Tuition Assistance. The 2nd Alumni Giving Challenge kicks off today, April 15th. The BIG GIVE will start April 20th and run through April 30th.

Enrollment – Registration is open and 2 new students will begin on 4/13. Tours continue.

Finance – Robin Mowers submitted the February financials for approval and the committee approved. Expenses are at 67% of budget due to higher utility expenses, copy paper and maintenance. February was a good month for the investment account.

Announcements – Baseball is competing in the Class A tournament. Orchestra took home a Bronze from their trip to Florida.

Next SMEC Meeting –June 17th at 5:30pm.

Closing Prayer Fr. Mike Clark led a closing prayer

Meeting adjourned 7:20 pm.