

Tuesday, April 20, 2021

Attendees:		
Patrick Downey	Cathy Erskine	Abbie Brennan
Ed Bauman	Vicky Groat	Ann Gallagher
Sara Myers	Katie Reed	Nicole Stevens
Father Chris		
Via Zoom	Absent:	
Jon Galbreath	Abby Lumbard	
Andy Yockey		
Jim Miller		

The Board met virtually and at the St. Joseph Parish Center Meeting on Tuesday, April 20, 2021 started at 5:30pm, called to order by Pat Downey
 Opening Prayer: Father Chris

Approval of Minutes

- March Meeting Minutes were approved.

Administration Report

Elementary and Preschool

- One elementary classroom was quarantined, due to COVID 19. The classroom teacher quickly put together virtual work for the week. Parents were very understanding and appreciative. Students returned to the classroom on 4/28.
- St. Joseph second grade students will celebrate First Holy Communion on April 24th. Each class will celebrate separately.
- Working on protocols for next school year, such as class sizes, mask use, cleaning and sanitizing needed.
- Preschoolers are now required to wear masks in the classroom.

Middle School

- Around thirty students attended school virtually for the week following Spring Break.
- Spring sports began for the middle school, with students undergoing weekly COVID testing as mandated.
- The eighth grade students will celebrate the Sacrament of Confirmation on May 15th.
- NWEA testing has been completed

High School

- PSAT/SAT testing has been complete
- Three of our students tested positive for COVID, but had not been in the school, so quarantine was not necessary
- Preparations are underway for graduation ceremonies
- Bishop Bradley will attend baccalaureate on May 19th.
- Our seniors completed college week activities including completing applications to attend their schools of choice
- St. Philip, Calhoun Christian and Climax Schools have created a c-op for baseball and softball.
- Planning for in-person classrooms for the 2021-2022 school year. Virtual will be a backup only for catastrophic events or administrator approved student accommodations.

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Technology Report

- Large monitors are needed to complete the annual yearbook. A PC is preferable over Macs
- Staff will be surveyed regarding their needs and wants.
- Tech Committee will meet in the next week.

Finance:

- The PPP loan received will support the 2020-2021 budget.
- Tuition collection is favorable
- There is little to cut from our expense budget.
- There is a 5% increase in tuition for the 2021-2022 school year. Fees remain the same.

Marketing and Communication

The past several weeks have been focused on re-enrolling all current students. Our retention rate is strong, and we have re-enrolled all new families who came to us from our public schools counterparts. I have been meeting with families individually to help complete enrollment and tuition assistance applications.

Now turning focus to recruitment efforts.

Adjusting some of the verbiage on our website to move our schools up in search engines.

- Have nearly completed our BCACS virtual tour. Waiting for final product to approve.
- Working on a series of five- two minute videos. Alyssa Keown from the Enquirer will create and edit. Videos include:
 - Preschool
 - TK and Kindergarten
 - Middle School
 - High School
 - Parent InterviewsParent videos and TK and K will be filmed this week.
- Creating information for our Kinder Camp, which will be held in June
- Creating focused mailer to targeted demographic with a QR code that will track back to our website
- Developing a plan for word of mouth marketing

Meeting was adjourned at 6:30pm

Next meeting: Tuesday, May 18th, 2021

St. Joseph Parish Center