

**DPA School Board 2019-2020**  
**Meeting 1: September 5, 2019**  
**6:00pm-7:30pm at SC Campus**

- 1) **Opening prayer** (Kyle)
- 2) **Roll call**
  - a. Board Members Present: Dr. Kyle Pline, Kathy Morey, Brandon Hackenberg, Becky Porter, Ashely Dietrich, Karen Reed, Fr. Fred, Kate Beuschel, via phone: Bruce VanderMuellen
- 3) **Approval of previous minutes**
  - a. Kyle motion, Brandon 2nd, all in attendance approve. (Kyle)
- 4) **Approval of agenda**
  - a. Kyle motion, Brandon 2nd, all in attendance approve. (Kyle)
- 5) **Administration update** (enrollment, staffing, others) (Kate)
  1. **St Joseph**-6 new Little Wings on the waiting list for the opening of the new ECDC building, Nov. 1st. EC, LE, UE-good enrollment, Middle School enrollment at 6,down from 12, will conduct exit interviews to determine why.
    - a. Enrollment 2019/2020
      - i. Little Wings-10 (4 transitioning from St. Catherine's to St. Joseph, 6 on waiting list)
      - ii. Early Childhood (Preschool &K) 10
      - iii. Lower Elementary (1st-2nd) 13
      - iv. Upper Elementary (3-5) 9
      - v. Middle School (6-8) 6
      - vi. After School Care 5
    - b. staffing- Miss Lauren VanDyke hired for After Care, Mrs. May moved to full time.
    - c. Atrium of Catechesis of the Good Shepherd-starts Sept. 17th, Early Childhood-1st grade
  2. **St . Catherine**-2 new Little Wings on the waitlist after transition to pre-school
    - a. Enrollment 2019/2020
      - i. Little Wings-13
      - ii. Preschool (3&4 year olds) 22
      - iii. Lower Elementary (Y5, K & 1st) 12
      - iv. Upper Elementary (2nd-4th) 9
    - b. staffing-.Mrs. Lynn Styburski hired for Little Wings, Mrs. Lewis moved to full time. Still in need of a 2nd After Care teacher and RTI position.
  3.
    - a. Continuous enrollment-only need to fill out paperwork once, will be due at the end of March, no more need to fill out forms annually.
    - b. Transitioning from physical forms to filling them out online
  4. CLC (Christian Learning Center) now called All Belong-inclusive education, students do not have to go to a public school to receive special services
- 6) **HSA/Auction update**
  - a. SC-Auction date: October 19-Party in the USA (Kathy)
  - b. Need more new family engagement, invitation to participate
  - c. Homecoming parade September 27th
  - d. SJ HSA-bi-laws were straightened out, welcome tent was nice, the back to school party at Mr. & Mrs. Sokolowski's was a great success! (Karen)
  - e. Need more parent involvement at the meetings and volunteers for events.
  - f. SJ Auction- date: February 1, 2020-Heros & Villans

- 7) Action item / committee review (Team)
  - a. Planning/Policy (Kate/P&P/HSA)
    - i. need to review the Mission/Vision Statement, last review was 2012
    - ii. update WINGS verbiage-tabled until next meeting
  - b. Marketing: (Ashley)
    - i. website is being updated to launch by Courtney Bowmar, need to add more content to skeleton website
    - ii. new logo colors-navy blue & white
    - iii. website to have a link to order school logo wear
    - iv. new banner for parade by Sept. 27, new sign with new logo
    - v. \$1500 marketing budget from the Diocese
  - c. Development (Becky)
    - i. List of grants we're applying for: Coopersville Area Community Foundation
    - ii. updates on safety grant being used for the new building
    - iii. request for new doors at St. Catherine's
    - iv. need more committee members
  - d. Building and Grounds (Brandon)
    - i. Parallel parking lines were painted in front of school on Thomas St.
    - ii. New driveway proposed, playground should have a physical separation from the driveway
    - iii. Convent basement needs cleaned up
    - iv. Need a wooden platform for the boys bathroom for handwashing
  - e. Mission Effectiveness- (Kyle)
    - i. Need more participants for the school board
    - ii. Need to show more presence in local community services (caroling, clean-up, etc.)
    - iii. 60% of our meeting agenda should be looking to the future 3-4 years down the road
  - f. Finance (Bruce)
    - i. Todd Klein is the new business manager for the parish
    - ii. Budget for the 2018/2019 school year ended up \$5700 in the black
    - iii. Budget for the 2019/2020 school year is set, needs to be updated for the infant/toddler program opening at St. Joseph
    - iv. Before/After Care needs to be separated out in the budget as a different line item
    - v. Regular reporting will be conducted monthly v. what was budgeted for
    - vi. 3-5 year plan, forecast out students moving through the school to anticipate what will be needed.
- 8) Open discussion
  - a. School Board Summit- November 4 and May 5
- 9) Meeting schedule for 2019-2020 school year:

Thursday, September 5th - 6:00 PM - St. Catherine Campus  
 Thursday, October 10th - 6:00 PM - St. Joseph Campus  
 Thursday, November 21st - 6:00 PM - St. Catherine Campus  
 Thursday, January 9th - 6:00 PM - St. Joseph Campus  
 Thursday, February 20th - 6:00 PM - St. Catherine Campus  
 Thursday, April 2nd - 6:00 PM - St. Joseph Campus

**Mission:** As a Catholic academy, we cultivate courageous servants of God by nurturing strengths and promoting leadership through academic and spiritual excellence.

**Vision:** Be a learning community that grows WINGS: world knowledge, focuses on individualized, innovative education, provides a nurturing family environment, and is God-centered, while utilizing supportive technology.