

DPA School Board Minutes

2020-2021

May 27, 2021

7:00-8:30pm

- 1) **Opening prayer** (Kyle)
- 2) **Roll Call**-Fr. Andrew, Ryan Swanson, Bruce VandenBerg, Kyle Pline, Becky Porter, Tonya Fritz via Facetime (Kyle)
- 3) **Approval of previous minutes:** (Kyle)
- 4) **Approval of agenda:** (Kyle)
- 5) **Administration update** (enrollment, staffing, other) (Kate)
 - a) 1. **St Joseph**-See attached BOD Admin update
 - b) 2. **St . Catherine**-See attached BOD Admin update
 - c) Diane Beckwith's last day was Monday, May 24th 2021. There is a Faith Advisory Committee to search out a new DRE, will not hire until it is the exact right person. (Fr. Andrew)

6) Action item / committee review

- a) Finance: (Bruce)
 - i) See Attached Finance update
 - ii) PPP Loan is a help to offset budget deficit
 - iii) Pre-school was the shining star due to high enrollment, Little Wings needed an additional staff so the numbers weren't as good
 - iv) One time grants were also a help
- b) Development: (Becky)
 - i) would like to compose a letter for Alumni to share news and keep updated, need to get current addresses of former students
- c) Building and Grounds: ()
 - i) Men's Club looking into removing curb at the end of the sidewalk for handicap access. Safety Survey was done and it was recommended that be done
- d) Strategic planning/Policy: (Becky)
 - i) The survey from parents, parishioners and staff was reviewed by Kate, Becky and Misty at the first planning meeting Saturday, May 22. A SWOT analysis was completed to form the foundation of the planning map to be completed at a later date.
- e) Mission Effectiveness: (Kyle)
 - i) Curriculum-volunteer requirement for youth should be encouraged as part of school. Expanded as the kids get older, one project and expand to more projects in the upper grades.
- f) Marketing: (Ashley)
 - i) Angie Sommers (current Preschool and Little Wings parent) has accepted the role of Parent Ambassador on SJ HSA committee which is a position that works to help market our school and I consider this role as an extension of the Marketing committee. Angie has a marketing background and will be a great addition to the overall marketing plan for DPA. This should give me some help with marketing throughout the summer and next school year.

- ii) Courtney Bowmar has been working on creating an app for school to utilize. (Still waiting on more details on the specifications of this app and how it will be used.) We got approval from Greg Gehring for use of Diocesan marketing fund if we can incorporate a link to the office of catholic schools website. Marketing committee has approved use of funds in the amount of \$800 to publish this app on google play store and apple app store. This would be an annual cost. Will discuss with Courtney on this more moving forward.
- iii) Kate Beuschel and Jill Annabel were on a podcast. Check that out here: [NCEA Podcast-Teacher Appreciation Week](#)
- iv) An email group has been created for all BOD members, with the exception of Buildings grounds and safety position and the vice chair position. Kate would need to create email addresses for those members and then we could add them to the group. I can show everyone how to utilize this at the next meeting.. but in short, while logged into their bod email they can start typing "DPA school board members" and the group should pop up. Only people with access can edit these groups so no one would have to worry about missing someone when sending an email out.
- v) Looking into marketing for the video that was made, and also Kate, me, and Kristin are working to market targeting SC enrollment, as well as an ad in the Ravenna Dependent

7) HSA/Auction update

- a) **SC** HSA-Field Day is June 2 (Ryan)
- b) **SJ** HSA-Field Day is June 2, DPA will man the gates at the Berlin Fair, in addition the Banner will be hung in a high traffic area of the fair and then moved to the primary gate when volunteers are manning the gate. Will need 22 volunteers on Kids Day and rodeo night, 8AM-10PM (Tonya)

8) Open discussion:

- a) **BOD NOMINATIONS**-Becky Porter is nominated for Board Chair
- b) Kyle Pline is nominated for Vice-Chair
- c) Ashley Dietrich will continue her role as Marketing Committee chair as a non-voting member. BOD bi-laws state that relatives of staff (includes: siblings, spouses, in-laws) cannot be voting members of the board. The Vice-Chair position needs to be a voting member.
- d) Electronic voting will be needed to make quorum as there were not enough members in attendance.
- e) Members from Pastoral Council/stewardship council, will be asked to attend board meetings.
- f) Each council will be blended for cohesion.
- g) Will make statutes in the Pastoral planning committee. Each Finance council will need statutes. (Fr. Andrew)

Thursday, May 27, 2021- 7:00 PM - St. Catherine 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.