

**St. John the Baptist
School Commission Meeting Minutes
March 26, 2014
6:30 – 7:30 PM, Room 208**

Attendees:

Principal Ann Laird, Bridget Hoye, Sean Meyer, Shawna Moore, Tara Melsha, Dea Johnson, Fran Davis, Steve Blum,

Guests: None

Unable to attend: Bob Gabler, Nathalie Pheffer,

Meeting Minutes:

1) Principal's Report -

a. Ms. Laird discussed the SCRIP program. It's a program where school families purchase gift cards online, that are then distributed one or two times per month by school volunteers. Two volunteers have already been identified. The program is more user-friendly and less cumbersome than people have experienced years ago. The gift cards are used for shopping, restaurants, grocery, gas and provide a 3-15% rebate back to St. Johns. Ms. Laird has talked with other schools in the area as to their success. Some schools split the rebates (once per year) with families and allow families to apply it to tuition or donate back to the school. She mentioned that the Archdiocese of Winona has all their Catholic schools doing the SCRIP program and receive \$1.5 Million in rebates. SAC agreed to have her explore it with school/parish staff as a next step.

b. Discussion about 8th grade Washington DC trip to occur in the Spring of the school year versus after graduation so connections to learning can be made. A preliminary survey was given to current 7th grade families to gauge interest in adopting the new approach.

2) Committee Reports -

a. Marketing -K-8 and the preschool are combining efforts for next year: hosting Kindergarten Roundup and Preschool Roundup at the same times so as to showcase the school as a whole. December 6th, 2014 will be "Cocoa and Pictures with Santa" as a community building/marketing event.

b. Finance - Pre-school budget has balanced.

2) Enrollment - 12 new families enrolled for 2014-15. Expected we will be at budget with enrollment in the next few months.

3) Marketing - April 21, 2014 Kindergarten information night went well. 1st year Wine and childcare evening went well.

Measurable goals - New families, retention

- 4) State of the school - Monday April, 28th 6:30 - Review of the school year, getting to know the staff, goals and accreditation process. Where are we going - New middle school model, refining behavior expectations. Middle school will have students be more responsible for their behavior. Align our goals to the other schools in the archdiocese. Improve our connection with the parish. Marketing and branding initiative. Increase in science education.
- 5) Website - While the website committee has not completed their plan for a new school website, there's a need to vacate our current site/platform provided by rschool today. SJB will be using an interim platform that will be going live in the next few weeks. If it works well, it may be adopted as a final website. The interim site Members asked about mobile compatibility with any new site and Ms. Laird said it would be.
- 6) Detailed report given to Father Skuzacek by Tara Melsha addressing Father's questions about future enrollment levels in the school. Synopsis is that we expect enrollment to stay flat for the next few years and we will try to get families involved more. Also promote the school more along the I35 corridor.

Action item: