

**St. John the Baptist
School Commission Meeting Minutes
June 25, 2014
6:30 – 7:30 PM, Room 208**

Attendees:

Principal Ann Laird, Bob Gabler, Bridget Hoye, Tara Melsha, Nathalie Pepper

Guests: Dan Jobin – Parish Leadership Council

Unable to attend: Steve Blum, Fran Davis, Dea Johnson Sean Meyer, Shawna Moore

Meeting Minutes:

- 1) Parish Business Administrator's monthly report distributed.

- 2) Principal's Report
 - a. May Financials distributed
 - i. Likely will end fiscal year in the black (FYE – June 30).
 - b. Media Center/Science Classroom Update
 - i. Versacon was contractor hired.
 - ii. Demolition begun, asbestos abatement complete.
 - iii. Expected completion mid-August which will allow for time to prepare both rooms for school.
 - c. Staffing
 - i. Music/Band Teacher hired.
 - ii. Fifth Grade – Position filled internally (Katherine Burrill).
 - iii. Physical Education - an offer letter to go out shortly.
 - iv. Pre-School Director – interviews concluding
 - v. Library/Media Center – interviews beginning
 - vi. First Grade – position will not be filled at this time based on numbers. Opportunity for current Kindergarten teacher to assist as she has experience teaching First Grade.

- 3) No Committee reports this month.

- 4) Middle School Meetings
 - a. Discussion of Math Meeting (held June 24).
 - i. Estimated 35-40 families represented of incoming 6-8 graders.

- ii. SAC Members in attendance reported it went well and had positive comments.
- b. Middle School Meeting – TBD August
 - i. Email will be sent to families in late July with date.
 - ii. August meeting will overview entire Middle School curriculum and new model. Will be more comprehensive than what will be covered at Curriculum Night in September.

5) Marketing Update

- a. SAC members looked at three school branding possibilities/taglines. Discussion of pros and cons of each. Comments will be shared with Marketing Committee.
- b. This summer, the school's Marketing Committee will be investigating alternative marketing and branding companies – local businesses for flyers, billboards, promotional materials so school has information when it's needed.
- c. Community Building/Marketing ideas
 - i. New Brighton Parade August 7th. Blaine parade brought up – although it occurs June 28th (not enough time this year). Discussion around attending parades in other target communities in future.
 - ii. Wine and Cheese Social for School Parents – Held a few years ago and sponsored by SAC for Kindergarten and First Grade parents. Should it be done again? SAC concluded that it was a good event for parents to meet.
 - iii. Additional discussion other community building moments: “Meet and Play at the SJB Playground Night”, inviting Kindergarten and preschool parents for donuts and coffee after drop off on the first day of school, or having “informal coffee days” near the office to foster discussions and community (invite the coffee cart in for parents). Could Fall Fest be used as a community building event - - creating an organized effort around a certain time/day/place to meet?
 - iv. Jaguar for a Day Program – there are three dates Mounds View is not in school and SJB will be. Encourage students to bring a friend to school to experience SJB – also promote it to parishioners and other families. Open to all grades.

- v. Kindergarten Visit Day – inviting preschoolers to visit Kindergarten for a couple of hours to experience the school. This would be different than the day set aside for enrolled/incoming Kindergartners each spring.
- 6) New SAC Members. Discussion around replacements/interview and information gathering process for Bob Gabler, Fran Davis and Tara Melsha who have completed their service.

Meeting Adjourned @ 8:00 p.m.

Next Meeting: September 2014