

# **St. Gabriel the Archangel School Board Meeting Minutes**

**8/23/22**

**6:30 p.m.**

## **Members in attendance:**

### **Staff:**

- Lara Krill - principal
- Jennifer Schulz - asst. Principal
- Fr. Jason Harris

### **Members:**

- Tina Carraro
- Leslie DeWitt
- Lori Emily
- Christopher Johnson
- Miranda Oaks-Wantland
- Jamie Owen
- Kate Temple

**Opening Prayer** provided by Mrs. Krill.

## **May meeting minutes:**

- Minutes from May 2022 were approved and will be published to the school website.

## **New Officer Selection:**

- Chair -Kate Temple
- Vice Chair - Miranda Oaks-Wantland
- Secretary - Jamie Owen
- New board members have been requested to update a google form with current information.

## **Principal's report:**

- **Mrs. Krill discussed the School Board Goal Statement and how it has been adjusted to gain input from other parish stakeholders.**
- **Individuals to be invited to upcoming school board meetings with board approval:**
  - **Amanda Wolz - Business and Development in September**
  - **Shelly Hunt - Preschool director in October**
  - **Kathy Abell - Director of Religious Education in November**
  - **Pam Terwilliger or Theresa Hoefflin - Finance Manager in January (Tuition is set on 2/1/23)**
  - **? - Community Activities Manager in February**
- **Enrollment:**
  - **22 students in grades 1-8 transferred to St. Gabriel with most coming from JCPS, 6th grade saw the highest number of transfers.**
  - **The school saw a 2% growth in enrollment**
  - **There was a 58% retention rate of those moving from Pre-K to Kindergarten.**
  - **Kindergarten now has 4 classes to improve student-teacher ratios and these students will merge into 3 classrooms upon entering 1st grade.**
  - **15 students were recommended to attend the Jr. Kindergarten program before entering Kindergarten based on Brigance screening results.**
  - **Board would like to see school administrators reach out to local parishes and organizations to recruit new students such as Fern Creek Community Center and parishes in Taylorsville and Shelbyville.**
- **Marketing:**
  - **Open house will take place October 20th from 6-7:30**
    - **Order a new mascot as the current one has been well loved.**

- Look into service hours for students assisting in open house
  - Offer current students public speaking and leadership roles to see prospective families can see the product of a St. Gabriel education. (additional perk is maybe these students can participate in mass as lectors)
- Ad in the Jeffersontown Magazine along with a featured article in December
- Working on increasing reviews on major sites such as Google, Niche (private school marketing page) and Yelp.
- Review marketing committee to address needs.
- Facilities:
  - Classroom upgrades (10 rooms) with paint and epoxy floors
  - New chairs for 4th-8th grade
  - Cafeteria update - new paint, epoxy floors and ceiling tiles to be replaced but are currently on backorder due to supply issues.
  - Main hall and cafeteria have wax that turns pink with spills. Gym also has this on the floors.
- What's Next:
  - Father discussed a 10 year master plan.
  - Parts of Phase I and II are completed.
  - Area of concern is the Nazareth center being utilized by the Pre-school causing a change to the school. According to Fr. Jason the school needs 66 students in each grade which is the driving force behind the Pre-school expanding.
  - The library being moved after parents were told it was for covid reasons is to help the expansion of the Pre-school program. Fr. Jason stated that every book is still on a shelf and many teachers use classroom libraries (teacher funded libraries).
  - Fr. Jason and those in charge of creating the master plan had to look at the good of all of the St. Gabriel Community.

- Phase V of the master plan would see a rebuild of the Kindergarten wing which would create space for 5 classrooms on the 1st floor and a 2nd floor with classrooms.
- All storage space can be upgraded to classroom space.
- **Technology:**
  - 13 new Promethean touch screen boards
  - New VoiP phone system campus wide
- **New this Year:**
  - Optional staff masses/book study
  - Discipline policy - Updated for consistency
    - TAB - Take a Break
    - Reflection form with areas in the class to reduce removals from class
    - Forms should build communication with students and parents.
    - WIN - What I Need
  - Expectations - Spirit (Self-Control, Personal Responsibility, Integrity, Respect, Inclusion, and Treating others with kindness)
  - Freindzy Fridays - K-8, and Social Emotional Learning program
  - Faculty/Staff book study, "The Energy Bus" by Jon Gordon deals with positive attitudes or thoughts.
  - Lunch - 5 minute passing period between lunches to assist staff, Kindergarten is last to assist with focus and mastery of content.
  - No more Quarantine Distance Learning
    - St. Gabriel was the only school to offer online learning last school year.
    - Zoom is no longer unlimited sessions and it would cost \$150 a teacher to continue to use the program
    - The school will work with families as needed if students have to quarantine.
  - Kindergarten and 1st grade standards-based grading
    - Currently 6 schools in pilot program

- Positive feedback from parents currently in the program
  - Will gradually be implemented with incoming grades.
  - Will get more direction from Archdiocese on whether or not this will be a school wide program
  - High schools have shown interest to better assist in classroom placement.
- Professional Growth Focus
  - Cluster 1 Danielson Framework
  - Planning with engagement, differentiation, and meeting all learning styles.
- Resources:
  - Added math program, Simple Solutions, to 7th grade
  - K-2 Secret Stories - focuses on phonics, blends and irregular words.
  - K-1 Heggerty - focuses on phonics/sound recognition with whole body and mouth positions.
- Staff Update:
  - Still need a fourth grade teacher, currently have a long-term sub.
  - Still need Kindergarten and 1st grade teaching assistants.
  - Hired a Reading interventionist with EANS money (Emergency Assistance Non-Public Schools federal funds due to COVID pandemic)
  - Still looking to replace Kathy Wood in the main office.
- School Improvement Plan:
  - Consultant report is available and will be shared with board members
  - Staff attended 3 day workshop
  - Plan is based on National benchmarks

### **Review of Upcoming Meeting Dates:**

- Next board meeting on September 27th
- Emergency drills during the week of Aug 22

- Discussion on SB1 and SROs in school. Not required for private schools. St. Gabriel follows the archdiocese template for emergency situations. Doors are locked inside the school as well as exterior doors. Teachers/staff use lanyards to access areas. Emergency drills are done to fulfill state requirements. LMPD do not have access to the buildings like they do with JCPS schools but should have access to the keybox outside if needed. Chris Johnson inquired about SWAT performing a training to learn the layout of the building since they have not been in the building for quite some time with COVID and community concerns. Suggestions to have parent volunteers available on school grounds and seek guidance from LMPD division assigned to St. Gabriel. Fern Creek Fire is a resource as it has many active St. Gabriel members.

### **Questions and Concerns:**

- Parent survey or open school board meetings to give parents a voice.
  - Currently survey 8th grade families graduating, for the cafeteria, families receiving sacraments.
  - Suggested to have a QR code available after PTC for parents to complete a survey with limited questions and a tab to get feedback if the parent wishes to do so.
  - Father is concerned about time to go through the data collection as his summer surveys took him a month, board members offered to assist.
- Library
  - Parents feel misled as the change was made as a COVID need.
- Concerns/communication flow chart

- Suggested that administration create a flow chart so parents know who to speak to based on needs such as behavior, curriculum, conflicts.
- Members hear how communication is a problem from families
- It is difficult to set up a set communication guide such as a syllabus due to different grade levels.
- Discipline - new chart lists communication as a part of the solution but does not occur on each infraction until a detention has to be served. Having parents sign a sheet with checked boxes does not communicate the behavior that occurred. A phone call should be made.
- Parents receive the Trumpet and have access to Schoology.
- St. Gabriel Park
  - Would have been costly which is why it was sold.
- St. Gabriel after school hours
  - Visitors need to be escorted for safety concerns since the pre-school utilizes many areas of the building until 6 pm.
- COVID shutouts
  - Father dislikes the term shut out.
  - COVID guidelines shut down many events. Admin state parents were not shut out on purpose but they chose to protect the community which is why parents were not invited to last year's walk-a-thon.
  - Staff is trying to increase parent involvement and use safety measures.
- Water bottles
  - Policy changed due to safety concerns and need to be able to see what liquid is inside
- School board training and meetings
  - School board training is being revised by Archdiocese

- Request to focus on positives during board meetings and to give parent feedback/concerns prior to the meetings.
- PE uniforms
  - Uniforms will be addressed in the spring.