

Notre Dame High School - School Board Minutes 12/13/23

Called to order @ 6 :30pm

Fr Paul
Chris Johnson
RaeAnna Ashton
Alex Arguelles
Tanya Aguirre
Suzanne Massoud
Dennis Cramer
Danny Saldana
Elizabeth Kimble
Marco Juarez
Leslie Frazier
Ramona Chavez
Guillermo Valencia

Ashton -
Financial update

350 - enrollment goal mark for operating costs/meeting budget

Scholarships

Johnson Foundation (5-6 years), \$70k received yearly

Strategic Planning Board/Endowment - \$9k

Bishops Scholarship - Feeder school scholarship for a 4-year ride, doesn't cover the full tuition amount, school picks up the remainder cost

Endowment from the Diocese - families can apply, awarded any amount from \$100-\$1k

Schools Tuition Assistance - apply through FACTS, average around \$200k is what annually given to our families

Community partners - Knights of Columbus

Accounting Firm coming in - P&L requested to be seen by the Board, to be shared once the new firm comes in and prepares for us

Sports Fees -

Athletic Fees - \$250 per student per season; \$750 max per family; \$500 max per student

Covers - transportation, coaches stipends, equipment

Concern on sports specific fees and what they cover, lack of transparency on what those funds are going to

Concern on accountability for funds being used, safety gate has to be the school board for the Principal

Kimble is saying that the school board should be the umbrella on determining how funds are spent for the school and make policy

Discussion on using contractors who are affiliated with the school

Advice of the school board to request a budget and P&L, then to review costs and possible suggestions that can be made for fees and how funds are allocated

Arguelles -

Teacher hiring process

Can receive a private school credential after 5 years here teaching the same subject without going through the state process

WASC - In a writing year, visit will take place in March of 2024

Can we prepare school board by providing them with what we want them to highlight or know for WASC

PSAT/SAT - shared results over the last 3 years

AP Exams - more data driven decisions that need to be done going forward, also a priority to make parents understand the importance of students passing the AP exam, change the culture or understanding of the real reason for taking an AP course

Kimble requests to see data on which AP subjects are struggling for passing scores, is it the scaffolding that needs work

What does academic intervention look like? (Was mentioned in the STAR testing email that was send out)

Depends upon what the data shows as far as if the number of students needing intervention is manageable with Faculty on campus

Valencia requests access for the board to STAR testing and AP data in order to analyze

Classroom observations - done by Admin

Senior Capstones - overview of what they are based on

Student Survey

Top 3 things - different types of policies, athletics & activities, academics - pathways

Kimble suggested created a true exit interview for graduating seniors; possibly a rating system and room of comments; Saldana – possibly having it be for all grade levels?

Modified school schedules - adjusted to give more classroom time, blocks were seeming to be difficult for students to keep their attention, feedback has been received, under review for future semester/ school year

Wins/Improvements - PSAT Day

Feedback & Surveys - yes they are sent out and collected, WASC surveys have currently been the priority for this school year.

Suggestion by Valencia to send WASC surveys to individual emails instead of via the newsletter

Advice of the board to review testing data to see if policies should be put in to place to determine admittance into AP classes

Johnson -

Lands End is now our provider, much more efficient on delivery, being enforced by boots on the ground, morning gate duty, Titan Closet available to clothe students out of uniform

Valencia - seeing the same 3 boys all of the time with baggy pants, free dress days - length of girls shorts, boys in sweats

Kimble - length of the school uniform skirts, from her perspective the uniform policy is not being enforced

Task list for campus improvements? - no specific list however we are constantly discussing needs

Walk thru of campus? - Yes it is something that we want to do

Security - 33 cameras on campus; male and female campus supervisor now, gate security

Sexual Harassment - CMG connect training for Faculty & Staff

Cyberbullying - Parent/Student Handbook lists our policies and consequences

Social media accounts - keeping an eye on side accounts associated with the school

Chain of command - start in the classroom, bigger issues go to APs, they will inform the Principal

Suggestion of the board to send out an email at the beginning of 2024 regarding dress code/uniform policy

Suggestion of the board to send out clarification on chain of command, who handles academics and who handles discipline

Appointed by the Board

President - Guillermo Valencia

VP - Mona Chavez

Secretary - Elizabeth Kimble

Committee Positions -

Facilities Committees - Dennis, Leslie and Danny

Finance Committee - Marco and Suzanne

For next meeting -

Goals for this school year

Fundraising

Next meeting - January 24, 2024 @ 6:30pm

Adjourned at 9:05pm