**Seton Catholic School Commission Meeting Notes**

**Meeting Date:** June 10, 2026

**Attendance:**

Beth Van Der Burgt, Amy Meyers, Tony Talbet, Kelly Knapke, Claire Moriarity, Brad VanVleet

**Approval of Previous Minutes:**

Brad VanVleet motioned to approve April minutes, Amy Meyers second. Approved.

**Finance Report:**

- Tony read off the Financial report. He said April's numbers were better than March.
- Cafeteria is a loss. They will be charging more for lunch next year because of it.
- Tony mentioned there was a contract for gas they got rid of as they were charging too much.
- Discussion of enrollment numbers. There are a total of 65 students in 7-12 and to financially make sense they need 125 students.
- Victor said elementary is around 130. Last year they were at 160 and the year before that they were at 175.
- Finance committee decided it was identified as a culture problem. They made the decision not to lay anyone off, they are just not hiring any left positions. There is no cafeteria manager for High School and they are discussing what to do about that.
- Tony mentioned $300,000 deficient going into next year.
- Beth asked if we are doing a deep dive on expenses.
    - Tony said 85% of expense is labor

**Strategic/Marketing Plan:**

- Mailings sent out for open enrollment
- Brand VanVleet mentioned looking into our Wayne County Chambers membership (to see if we even have one) to see how we can partner with them and see the benefits
- Cardinal 5k has been moved to August 22 with Earlham College sponsoring the location for free. Speedy Feet has been locked down
- Kids come back on August 4 with Faculty having a Retreat on July 31st

    - At the end of last school year, teachers found the guest speaker Tony brought in (Blyle) a wonderful speakers, but the timing wasn't best with end of the year activities. Teachers wished it was beginning of the year as a kickoff
- Brand mentioned the new Seton branding video had generated around 2,100 clicks/views since lanching
    - Additional follow-ups with Desmond Bane and other Alumni are coming up
    - Trent Reichley sent in a testimonial and is looking towards other Alumni to send in more
- 25th anniversary is coming up in 2027 and we are looking for ways to engage alumni and create excitement about our past, present, and future
- Marketing materials for folders to give to perspective families has been revamped to make it more streamlined and accessible. Sharon Brockin mentioned having copies in each of the offices to make it a quick handout when a family tours.

**Enrollment:**

- Commission Members are splitting student names/families who are not enrolling to Seton next school year and are sending out letters to remind them they are always welcome back to Seton
- Alumni headsheet was
- Mention of building the relationship between buildings and starting Step-Up Days & Interschool lunches (high school kids going to elementary buildings)
- Building choice school awareness is a necessary task to complete as next year will be universal income
- Fr. Sengole mentioned Steve Helmich is helping him with a feasibility study and enrollment ideas. Steve is a passionate about Seton Schools because he is from Richmond and has experience helping other Catholic schools

**Governance:**

- New Member Ideas:
    - Jim Hunter – parent
    - Amy Hayes – parent and past teacher of elementary
    - Paul Hutcherson – police officer in town and non-catholic
    - Lauren Krump
- We are in need of a Vice President of the Commission.
- Amy Meyers was voted as President of the Commission
- Claire Moriarity was voted as Secretary
    - Kelly Knapke motioned for both with Brad VanVleet seconding

**Committees:**

- Grant writing to go under the pillar of Marketing
    - Kim Becker being identified as a good fit for this area
- Student Focus – bridging the Athletic Boosters and Home & School
    - Jim Hunter might be a good addition to this area
- In the fall semester, there was an idea to host a Committee Fair for parents so we can gain volunteers this way
- Plans to also send out a sheet to Faculty to sign up for Committees so their voices are also heard.

**Principal Reports:**

- Sharon Brochin is still in the process of onboarding
- Victor Berger gave an update on summer school and mentioned that it was going well

**Meeting Adjourned at 7:32pm**