

St. Leo School Advisory Board

Minutes for Meeting Held September 20, 2017

Attendees: Jon Stone, Karen Gerber, Joanne Brown, Cody Schoen, Juana Guiler, John Dell, Christine Cooper, Chris Bradley

Time/Date: 6 – 7PM, Wednesday, September 20, 2017

Location: St Leo school library

Topics Discussed:

Meeting was opened with a prayer that was initiated by Joanne Brown (“A Board Members Prayer”). The group then conducted introductions. Jon Stone proceeded to briefly address the meeting schedule for the upcoming school year.

Mr. Stone then began the review of the Advisory Board by-laws. Mr. Stone reviewed each section of the document. Mr. Stone highlighted the 6 year maximum term nature of the board participation and discussed the need to re-emphasize the committee structure that is referenced in the by-laws. Mr. Stone and Ms. Brown indicated that prior Board meetings were not necessarily emphasizing committee formation and leadership. The intent of reinvigorating focus on the committee structure should be to determine the intent of the committee’s participation within the broader school’s administrative organization as well as more clearly define each committee’s purpose. Mr. Stone then moved on to highlighted the fact that certain meeting topics will require executive board participation with other members of the board being excused. This will typically be at the end of normal board meetings in order to be efficient with all parties time. Mr. Stone asked that all members review the By-Laws and bring any suggested changes to the following advisory board meeting.

Additional discussion ensued related to the re-formation of committees (i.e. Finance, Development, Policy & Planning, and Spiritual Life). Ms. Gerber inquired as to the nature of the description of responsibilities to which Ms. Brown responded that it will be the Advisory Board’s duty to determine the role of each committee. Mr. Stone suggested starting with a wider scope of focus and allowing Father Cook to guide the group in narrowing the scope as time progresses. As an example of how the committees may play a role in the future, Ms. Brown discussed the topic of increased school expenses coupled with the overall pattern of lower catholic school enrollment. The school cannot fund all students but endeavors to act on its mission while limiting financial losses. The Finance Committee may play a role in determining future strategy that could assist in further addressing this ongoing issue. John Dell spoke to the need for consistency between other church/school organizations and these committees. Mr. Dell specifically cited the need to coordinate between PTO fundraising and efforts performed by the aforementioned committees. Ms. Brown asked that each Board member give thought to the ongoing role of these committees and bring ideas/suggestions to the next Advisory Board

meeting. Mr. Stone further indicated that the committees, with their new guidance/direction, should be reestablished by the December, 2017 timeframe.

Mr. Stone reviewed the Code of Ethics for Catholic Board of Education Members and Ms. Brown emphasized the need to ensure all conversations conducted within Board meeting are treated confidentiality to make certain that communications made out to the greater school community are dealt with in the proper manner.

Cody Schoen addressed an update from the PTO by reviewing that the group had secured two food trucks for the upcoming Fall Festival. Ms. Schoen also indicated that the Book Fair will commence for the first hour of the Fall Festival and also run for the following week after the Festival.

Christine Cooper continued along the meeting agenda with an update from the faculty. Below are select notes that were collected from Ms. Cooper prior to the meeting. These notes generally followed the verbal update that Ms. Cooper provided. Additional detail has been added where relevant.

- Kindergarten, 1st and 2nd grade – Off to a great start while learning routines and expectations.
- 5th Grade – Beginning with organizational skills and begun utilizing Bullet Journaling. Students appear to be enjoying setting up their own journals to work for them and their individual needs.
- 6th Grade - Started the year with a project on the Order of Operations PEMDAS. They developed mathematical expressions using 4 operations, with distinct numbers to come up with the numerical answer to the questions. The project was called "Figure Me Out". Also, they are discussing creation and the books of Old Testament and the seventh graders are discussing Jesus and the books of the New Testament. They will also be completing a short research project on the recent hurricanes and our Rights and Responsibilities as Catholics.
- 7th Grade – Presenting their summer project on a particular mathematician/scientist.
- Additionally, the sixth and seventh graders are reading the book 'Wonder' and discussing kindness in ELA. They are really enjoying the book and discussing events from the novel and how it applies to us.
- 8th Grade - Completed a stock project. They watch a particular stock for just one week and found the percent increase/decrease. Graph the information, calculated the gain/loss in a weeks' time and answered questions about their particular stock. For many students this was their first induction to Wall Street. Now they are making #D Figures and finding the Surface Area and Volume of their figure.
- Lots of excitement for the new carpet, WiFi, and 20 new small laptops.
- All students preparing greeting for individuals at St. Lawrence in Sugarland, TX that are being impacted by Hurricane Harvey.

Mr. Dell continued with an update from the Athletic Directors. Mr. Dell indicated that the volleyball season is well underway with the last home match this upcoming Saturday. During this match, the 8th graders will be recognized. The conference tourney will be split with Mercy from a location perspective. Basketball tryouts will be the week of Halloween with a parents meeting being conducted the Sunday before Halloween. Mr. Dell also indicated that a new referee stand had been purchased.

With no additional topics of discussion remaining on the agenda, Mr. Stone brought the meeting to a conclusion and Ms. Brown conducted a closing prayer.

Action Items:

1. Board members will bring suggested changes to the by-laws to the next Advisory Board meeting.
2. Board members will bring ideas and suggestions to the next Advisory Board meeting as it relates to the ongoing role of committees.

Decisions: None

Next Meeting: Wednesday, October 18, 2017