

Saint Agnes Board of Catholic Education

December 12, 2017

Members Present: Mike Bloemer, Joe Bowman, Becky Millay, Oak Martin, Dave Nienaber & Stephanie Smith

Excused Absences: Tony Barczak & Jamie Ramsey

Ex Officio Members Present: Father Mark Keene, Anita Dunn & Katie Jacobs joined in lieu of Rich Hoyt

Noting a quorum, Joe Bowman opened the meeting at 7:00PM and he led us in prayer.

Old Business:

The minutes from the November meeting were presented. No changes were requested. Oak Martin motioned approval, Mike Bloemer provided a second, and the minutes were approved.

Executive Report:

- Annual Appeal – Joe challenged all board members to participate in the annual appeal before the end of the year. Donations can be made online by going to the school website.
- There have been preliminary talks about freshening up our school website.
- There have been very preliminary discussions about hiring a development director. Father Keene is fine with learning more details, and asked that Rich weigh in before any action is taken. This discussion had two parts:
 1. Should we engage with a graduate student(s) to provide an assessment of our fundraising, highlight opportunities, and offer suggestions on how to make this more efficient and effective? Mike Bloemer has a contact at NKU that can help make this connection. We need to get moving fast to have a student for the next semester.
 2. If we hire someone what is the specific job description, expectations, etc. Is the focus on corporate sponsors, grant writing, individual donors or all the above? Katie Jacobs knows a person that did this at Saint Henry on an hourly basis. She is going to follow up with this person to get more details to learn what worked and what the challenges were.
- There is a need for an ADA Ramp in the back of school. Father has been exploring ways to hide the dumpsters better and this could potentially be part of this project.
- Policies and Procedures:
 - 55 policies were reviewed prior to the meeting. Changes were proposed on three policies:
 1. P5050: This currently states, “A written explanation is required from the parent (guardian) following every period of student absence.” To recognize that a call to the office is acceptable, the beginning of this sentence was changed to, “A notification is required...”
 2. P5560: There is a grammatical error requiring “know” be changed to “known.”
 3. P6220: Anita Dunn explained the religious education curriculum is prescribed by the Diocese of Covington, not the Kentucky Statewide Religious Education Guidelines published by the Catholic Conference of Kentucky. It was agreed to change the second half of this sentence to read, “...shall be in accordance with the curriculum and guidelines as set forth by the Diocese of Covington.”
 - All other policies were approved with Oak Martin motioning the approval and seconded by Dave Nienaber.

Committee Information

- Service Hours:
 - Hours continue to be reported, but Oak didn't have a chance to summarize the results.
- Public Safety:
 - Work is being done to label the windows and doors
 - There was discussion about securing Malloy Drive during recess. Stephanie Smith is going to try to get some orange barrels donated.
 - There was a lengthy discussion about keeping doors locked at all times. Currently, there are times when magnets are used to prevent doors from locking. Katie is going to discuss this with Rich and suggest that locked doors be enforced.
 - Oak described intercom technology that can be used to allow all faculty to quickly make announcements. We don't believe we currently have this technology, but it should be explored.
 - Mike Bloemer discussed our rally points, and some of the deficiency he sees with these (size, across the highway, etc.). He is going to discuss this with Rich.
 - Becky Millay suggested contacting the Fort Wright police before taking the Kindergarten kids on their Frisch's field trip. She personally did this and found it to provide extra protection during a busy time on Dixie Highway.
- Public Relations, Development, Finance:
 - Becky Millay welcomes additional ideas for corporate sponsors.
 - Dave Nienaber explained the annual appeal has raised \$16,000 so far, this includes corporate matches, which are significant, especially from Fidelity.
 - Dave Nienaber requested volunteers to help on Wednesday, December 20 from 6:30-8:30 at Saint Agnes school. We are going to make calls and encourage more people to participate in the annual appeal.
 - The annual appeal has been a success so far, but there will be plenty of opportunity for improvement next year, including:
 - A larger more planned out PR push
 - Including a link for giving on all materials, even introductory
 - Make the campaign more digital and less paper
 - Use the power of social media – in a perfect world create a buzz like the ALS Ice Bucket challenge.
 - Promote easier ways to give instantly. The website option is good, but is there an app or something more remotely accessible?
 - Make a clearer ask to the grandparents
 - Understand what corporate matches are available and promote these

Administration Reports

Principal's Report: Rich Hoyt's report was presented by Katie Jacobs and submitted for approval as written.

Coordinator of Religious Education Report: Anita Dunn's report submitted for approval as written.

Meeting was adjourned at 8:45. Approved and motioned by Becky Millay seconded by Oak Martin.