

Saint Agnes Board of Total Catholic Education

September 10, 2019

Members Present: Erin Cappy, Becky Millay, Tony Barczak, Stephanie Smith, Ryan Wehner, Fr. Mark Keene, Mike Bloemer, Emily Long, Denise Bowman (new member voted in), Wes Williams (new member voted in), and Nick Lander (parent guest).

Excused Absences: No absences.

-Tony Barczak opened the meeting in prayer at 6:33p.m.

Old Business:

Becky Millay opened the meeting with a motion to hold a vote to induct new board members. Congratulations to Denise Bowman and Wes Williams!

Committee Information:

Public Safety:

- Discussion around the upcoming ALICE Training and the installation of security cameras. Erin Cappy to provide an update around next steps for the new cameras.

Service Hours:

- No report submitted. A discussion was held about fill the role of overseeing the completion and logging of service hours within the school and parish. Emily Long volunteered to take over the Service Hours Reporting. Becky Millay said that she would connect Emily with the reporting functions to ensure she had the support she needed to take over this function.

Public Relations:

- Stephanie Smith and Erin Cappy discussed the progress with the new WordPress school website and the plan to have the site fully transitioned by Oktoberfest. Becky Millay requested that every member review the new site one more time to ensure there are not any issues to address before going "live." Stephanie to coordinate with website developer to work through the transition.

Development:

- Becky Millay discussed corporate sponsors, as well as potential new sponsors.
- Becky continues to manage and engage with all of our sponsors to ensure they are receiving all of the benefits related to sponsorship.
- Discussion around Development Protocol – contacting current corporate sponsors for additional school sponsorships (i.e. Oktoberfest). Denise Bowman mentioned new tactics for Development efforts as well.

Finance:

- Discussion around streamlining the finance committee for all fundraising functions related to the school.

Discussion opened up around the need for a meeting for all St Agnes committee heads to get together to discuss the year, upcoming initiatives, etc. This would need to be led by Ms. Cappy or Father Keene, and should be held at the beginning of the school year.

Administrative Reports:**Executive Reports:**

- Becky Millay's report was submitted for approval as written.
- The Board also discussed new goals for the '19-'20 school year. Including the following items to help ensure the transition for new Board Member Chairs is smooth in the coming year.
 - o Board Member Requirement & Annual Commitments / Timelines
 - o Branding & Style Guide Development
 - o Communication Plan Development & Transparency in Communication to Parents
 - o Community Outreach Program
- Requested all members to come to October meeting with ideas/thoughts for goals for the year.

Principal Report:

Erin Cappy's report was submitted for approval as written.

Religious Education Report:

Anita Dunn's report was submitted for approval as written.

-The meeting was adjourned at 7:43p.m. Approval and motioned by Mike Bloemer and seconded by Ryan Wehner.