

Saint Agnes Board of Total Catholic Education

September 11, 2018

Members Present: Rich Hoyt, Becky Millay, Tony Barczak, Ryan Wehner, Fr. Mark Keene, Mike Bloemer & Anita Dunn

Excused Absences: Stephanie Smith, Oak Martin & Jamie Ramsey

-Becky Millay opened the meeting with a prayer at 7:03 p.m. Following prayer, Ryan Wehner was introduced as a new BOTCE member.

Old Business:

- Reviewed minutes from the August meeting
- Becky Millay thanked everyone for distributing yard signs to new families of the school
- Becky Millay noted that she would like to obtain a final copy of the updated bylaws
- Becky Millay noted that the end-of-the-year survey was never sent to school parents last year and that is something that we will do at the end of this school year
- Rich Hoyt said he will contact the Diocese of Covington to obtain a board assessment

Committee Information:

Public Safety: -Rich Hoyt has scheduled a lockdown drill for the entire school on September 26.

-Training was conducted for all faculty/staff members for CPR, AED and Epi-Pen use in August prior to the start of the school year.

Service Hours: -Oak Martin proposed (via email) that a spirit wear day be used as an incentive for families who log at least 5 community service hours by October 26. Mr. Hoyt agreed and he will review the school calendar to schedule a date for the spirit wear day.

Public Relations: -Tony Barczak and Rich Hoyt gave an update from their meeting with Stephanie Smith on September 6. Items discussed were updating the website, admissions and enrollment information, baptismal blankets, Open House and a showcase night for prospective families during Catholic Schools Week later this school year.

Development: -Becky Millay has been working on sponsors and donations for St. Agnes events, as well reaching out to potential new sponsors. Becky will also send invoices to sponsors.

Finance: -Rich Hoyt emailed a school budget summary to all school stakeholders on August 29.

Administrative Reports:

Executive Reports: -Becky Millay's report was submitted for approval as written.

-We reviewed and discussed the attendance policy for BOTCE members.

Principal Report: -Rich Hoyt's report was submitted for approval as written.

Religious Education Report: -Anita Dunn's report was submitted for approval as written.

Miscellaneous Items:

-Mike Bloemer opened discussion to address the back of the school property in regards to a potential redesign for efficiency and safety on the property, as well as adding signing to help direct visitors.

-The meeting was adjourned at 8:31 p.m. Approval and motioned by Mike Bloemer and seconded by Tony Barczak.