



**St. Agnes Board of Total Catholic Education Meeting Minutes**  
**April 13, 2021 at 6:00 p.m.**  
**Location: Zoom**

<b>Name</b>	<b>1st/2nd Term</b>	<b>Term Expires</b>	<b>Present</b>	<b>Absent</b>
Emily Long, Board Chair Service Hours Committee Chair <a href="mailto:EmilyLong2009@hotmail.com">EmilyLong2009@hotmail.com</a>	1st	2022	X	
Ryan Wehner, Board Co-Chair Finance Committee Chair <a href="mailto:RMWehner@yahoo.com">RMWehner@yahoo.com</a>	1st	2021	X	
Lee Metzger Board Secretary School Safety Committee <a href="mailto:LMetzger@cetrulolaw.com">LMetzger@cetrulolaw.com</a>	1st	2023	X	
Wes Williams School Safety Committee Co-Chair <a href="mailto:Wes.K.Williams@gmail.com">Wes.K.Williams@gmail.com</a>	1st	2022	X	
Denise Bowman Public Relations Committee Chair Development Committee <a href="mailto:bowmand@ndapandas.org">bowmand@ndapandas.org</a>	1st	2022	X	
Matt Lambert School Safety Committee Chair <a href="mailto:MLambert@cvgairport.com">MLambert@cvgairport.com</a>	1st	2023	X	
Elizabeth Frederic <a href="mailto:EFredericLaw@gmail.com">EFredericLaw@gmail.com</a>	1st	2023	X	
Erin Redleski, Principal <a href="mailto:eredleski@saintagnes.com">eredleski@saintagnes.com</a>	n/a		X	
Rev. Mark Keene, Pastor <a href="mailto:MKeene@saintagnes.com">MKeene@saintagnes.com</a>	n/a			X
Anita Dunn, Director of Religious Education <a href="mailto:adunn@saintagnes.com">adunn@saintagnes.com</a>	n/a			X



- I. Call to Order by Mr. Wehner at 6:04 p.m.
  - a. Prayer by Ms. Frederic
  - b. Approval of Minutes
    - i. Motion to approve by Ryan Wehner.
    - ii. Second by Ike Lambert.
  - c. Old Business – None
  - d. New Business
  
- II. Committee Reports
  - a. School Safety Committee – Report by Mr. Lambert.
    - i. Ms. Redleski contacted Ft. Wright for a lockdown drill for May. A safety assessment walkthrough will be scheduled as well. Mr. Lambert plans to participate.
    - ii. Ft. Wright Police Department will look over our safety plan for assessments and edits.
  - b. Service Hours Committee – No report.
  - c. Public Relations Committee – No report.
  - d. Development Committee – No report.
  - e. Finance Committee – Report by Mr. Wehner
    - i. Next meeting is April 22
    - ii. The first of six letters has gone out regarding the financial state of the parish
      - a. Mrs. Redleski got some emails back with questions about how the data is being tracked. Some were concerned that they were donating cash, sans envelopes, and that this wouldn't be tracked.
        - a. Parents emailing were appreciative of the transparency with the data
      - b. Mr. Wehner received some feedback as well. Some were concerned that they were donating to the school directly, but not to the parish, and not getting credit for that.
        - a. Ms. Frederic heard similar feedback. Is it being tracked if people donate to the school directly, and not to parish? Is it being tracked somehow?
          - i. Big Blue Bash is tracked through Givesmart
          - ii. Pat Cunningham likely has access to all of that data



III. Executive Report – Report by Mr. Wehner

a. Bylaw Review: [https://docs.google.com/document/d/1rKU9JD0-VXupHuPxKFRUR\\_ZMHUuBytUhxL96LwTT2MA/edit](https://docs.google.com/document/d/1rKU9JD0-VXupHuPxKFRUR_ZMHUuBytUhxL96LwTT2MA/edit)

i. Second reading of P2430, P3010, P5020

a. P2430: “St. Agnes school will award available scholarships to eligible 8th grade students for Catholic high schools on an annual basis. Scholarships will be awarded based on individual scholarship criteria. Determination of scholarship awards will be decided by a St. Agnes school administrative committee consisting of the school principal and select faculty. Students may receive only one (1) St. Agnes awarded scholarship. Students receiving scholarships directly from a Catholic high school are eligible to receive a St. Agnes scholarship. All decisions of the administrative scholarship committee will be final.”

b. P3010: “The Board of Catholic Education of St. Agnes Parish shall be representative of the Total Catholic Community.”

c. P5020: “St. Agnes School shall record and maintain daily attendance according to regulations established by the Department of Catholic Education and Kentucky Department of Education.”

a. Motion by Mr. Metzger. Second by Ms. Frederic. P2430, P3010, and P5020. Mr. Wehner will update bylaws to say that these bylaws were adopted 4/13/2021

ii. First Reading of P3510 (Wait list admission policy): “Priority Placement for determination of selection and admitting students from the class waiting list shall be determined by the following: (Level 1 having first priority):

a. Level 1: Registered active parishioner; including regular Mass attendance, financial support of both school and Parish; active support via School Service Hours program

b. Level 2: Non-parish school family; active support via School Service Hours program

c. Level 3: Registered parishioner with no school or parish involvement; non-parish family with no school involvement



\*Families on the same “level” will be determined on a first-come, first-admitted basis.

\*Status for “Active Parishioner” may be considered for extended family members.”

iii. Further discussion of P3500 (School tuition policy). Cannot revise until receiving further guidance from Fr. Keene and the finance committee.

b. End of Year Survey Planning follow-up:

<https://www.surveymonkey.com/r/StAParentSurvey0520>

i. Mrs. Redleski has the password and will send to Mr. Wehner so he can edit

c. Corporate Sponsorship Program

i. Erin has not heard anything from corporate sponsors. Becky Millay had sent an update on signage and branding for use at Big Blue Bash.

ii. Presently the corporate sponsors are auto-renewing.

iii. Did anyone assume this responsibility from Becky? It doesn't seem that anyone is doing the invoicing. Mr. Wehner asked Mrs. Redleski for a list of corporate sponsors so he can reach out to them.

IV. Administrative Reports

a. Principal's Report from Erin Redleski – see attached.

i. Mentioned bylaws on waitlist admission policy. Policy matches what is in student handbook.

b. Director of Religious Education Report from Anita Dunn – see attached.

V. Closing

a. Motion to Adjourn by Mr. Metzger

b. 2nd by Mr. Williams

c. Adjourned at 6:46 p.m.

*Respectfully Submitted,*

*Lee Metzger, Board Secretary*

**Saint Agnes Board of Education**  
**Administrator's Report**  
April 13th, 2021

**Wait List Admission Policy (as written in parent-student handbook)**

1. Priority placement for determination of selecting and admitting students from the class waiting list shall be determined by the following:
  - a. Level 1: Registered active parishioner, including regular Mass attendance; financial support of both school and parish; active support via School Service Hours program.
  - b. Level 2: Non-parish school family; active support via School Service Hours Program
  - c. Level 3: Registered parishioner with no school or parish involvement; non-parish family with no school involvement

\*Families on the same "level" will be determined on a first-come, first-admitted basis.

\*Status for "active parishioner" may be considered for extended family members.

**Safety Drill**

- Lockdown drill tentatively scheduled with Ft. Wright PD on Wednesday, May 12th

Religious Education Report  
April 2021

**Evening Religion-** Lenten 'Piggy' Bank War for St. Julie Mission went well. \$351.63 this year! We also had a 2-week food drive in honor of St. Joseph and were able to donate 160 items to the St. Vincent Pantry here. At the end of Lent students were able to color and write messages in cards. We were able to send out 50 to St. Charles Community, Highland Crossing, and half of our elderly who live alone.

We start back to class on April 19<sup>th</sup> as Kenton is on Spring Break this week.

Next week I will request registration for next year and check with teachers on returning. Sr. Pat is retiring after 22years with us.

**Sacraments** – All students had opportunity to go to Confession during Lent.

We are adapting things for First Communion. Father Keene is scheduling a separate Mass at 12:30 on May 2<sup>nd</sup>. With this year's smaller class, we will be able to give each family a pew and allow family to join, but no overflow.

Jesus Day Retreat was cancelled as we have no space large enough to accommodate activities. Teachers and I are working on the Reflection Day for in school children and I will meet with the 6 evening children on April 24<sup>th</sup>.

April 26<sup>th</sup>, 7pm we will have a practice for anyone who can/wants to attend. No photographer, but parents have the option of dressing children and taking their own photo that evening.

May 2<sup>nd</sup> Mass at 12:30pm

May Crowning is going to be done at school Masses for the students and perhaps one on Saturday morning for parishioners who wish to attend.

**VIRTUS**-April is a catch-up month for anyone needing it. The Diocese has continued virtual sessions. Info can be found in the Messenger.

**Youth Group** has not started back up yet.

**Diocese-**

Adult Confirmation for those who missed the sacrament will be held on May 23<sup>rd</sup>. Notice of this is in the upcoming bulletin. Registration is due by April 30<sup>th</sup>.

Catechist Awards- We have 4 nominated for recognition. We will receive info in May. Two are from last year when everything was cancelled.