**St. Joseph Education Commission**

**September 13, 2017**

*St. Joseph School, following the Mission pf Christ where we*

*Learn our Faith, Live our Faith and Prepare for the Future*

*~St. Joseph School Mission Statement*

The St. Joseph Education Commission met in the Rectory Conference Room of the Church.

The meeting began at 5:30 pm.

**OPENING PRAYER:** Father Andrejek.

**INTRODUCTION OF MEMBERS:** Daniel Brian and Jay Wendelin were introduced as the new members.

**MEMBERS PRESENT:** Fr. Andrejek, Tammy Abts, Daniel Brian, Shannon Rogers, Larry Spialek, Lisa Stolz, Jay Wendelin.

**MEMBERS ABSENT:** Kristen Copeland, Pat Fort, Heather White.

**MISSION/PURPOSE FOR COMMISSION:** *“Here to prepare the students for their future, not our past.”*

**APPROVAL OF MINUTES:** A motion was made by Larry Spialek. Lisa Stolz and Tammy Abts approved the minutes.

**DIOCESAN VIDEO:** Fr. Andrejek explained that the purpose of the Diocesan Power Point was to show the difference between a school board and our Education Commission.

**PRINCIPAL’S REPORT:** See attached Principal’s Report. See Funded by the Church spreadsheet. Shannon Rogers noted the school enrollment numbers for the 17-18 school year. Shannon went on to explain the addition and loss of students compared to the 16-17 school year. Daniel Brian asked of there was an exit interview when students and families left the school. Shannon explained that there were not exit interviews with the families, but that she did ask general questions of why they were leaving. Daniel Brian asked about the value of having exit interviews.

Lisa Stolz emphasized that we need to replenish our students. Jay Wendelin explained how he wants to volunteer his company time and efforts to update things at the school in order to gain more students. Shannon went on to explain that our school would have a maximum capacity of 25 students per classroom. Fr. Andrejek estimated that each classroom should probably have no more than 20 students, in order to keep the small classroom atmosphere and personal teaching experience.

Shannon showed the board members the new brochures, and explained our video advertisement we are using to promote SJS.

Lisa Stolz questioned our preschool numbers this year in comparison to last year’s numbers. She proceeded to emphasize the importance of getting preschoolers who would then continue on to kindergarten and so on. Shannon explained the drop in preschool numbers across Pekin (see attached Pekin Preschools Enrollment List). Lisa noted the 35 preschoolers from the 16-17 school year who should have moved up to Kindergarten, but we only have 13 Kindergartners. Lisa expressed her interest in having exit interviews as to why those families did not return for Kindergarten. Jay Wendelin added the comment that most people withdrew from the school after Preschool because of the money. Fr. Andrejek explained the new incentives offered this year. Lisa went on to say that we have 2 years of Preschool to convince the families to stay at SJS through Kindergarten and grade school. Fr. Andrejek explained how we need to keep our focus, not in a business sense, but rather as what we are doing here and trying to accomplish. Fr. Andrejek also pointed out the fine line between our Greater Mission and keeping the doors open. Lisa Stolz noted additional factors due to the drop in attendance numbers: bus rides would now take longer because the bus department would not be granting us more buses for fewer kids. Fr. Andrejek would like to figure out how many Kindergarten families stuck around because of the $1000 grant given this year. Fr. Andrejek also pointed out that it appeared there were just less kids out there to come to school, be it ours or somewhere else. Jay Wendelin asked if there was an active marketing campaign to target the Preschool families to keep them around for Kindergarten. Shannon explained the buddy system, and Blue Folders now go out to all Preschoolers in addition to the rest of the school.

Lisa Stolz explained what was discussed last year about MOPS. Shannon Rogers added that Amanda Crouch may be able to help with this. Lisa wants moms to help out with the school community. Fr. Andrejek agreed and pointed out the same thing was done with Parent Ambassadors.

Lisa offered the option of introducing the new state funding for how much you can claim on your taxes.  Shannon Rogers explained that Zac Wickman was working out the state things for the Catholic schools in getting a higher tax return.

Shannon explained the School Expenses Funded by the Church spreadsheet.  Fr. Andrejek explained how the church originally wanted the school at 60% of income and the church at 40%.  However, last he heard, was “as long as you’re comfortable where you’re at.”  Fr. Andrejek mentioned a few schools that have had to close.  Jay Wendelin asked how the church was doing financially.  Fr. Andrejek explained how we average at 20,000-40,000 in the black.  Fr. Andrejek expressed his interest in seeing a chart for the past 10 years.  Daniel Brian asked if we had a comparator’s pool that we could draw numbers from and compare ourselves to other churches/schools.  Fr. Andrejek explained that we normally compare ourselves to Morton.  Shannon concluded the last of the financial spreadsheet: parent’s club, fundraising, etc.

Shannon brought up that parents have been asking about paying online.  Shannon and Ann had met with someone the day before to discuss starting online paying in January.  It was concluded that next Fall you will be able to pay lunch, before/after care, and sports online.

Shannon explained that we found a new Spanish teacher, Katie, who will only come in once a month for enrichment classes based on holidays in the culture.  Lisa wondered if we had a plan B if we could not find a full time Spanish Teacher.  Lisa suggested possibly looking into Rosetta Stone - or some kind of programing like homeschooling?  Jay Wendelin explained about the Illinois Virtual School which is certified by Illinois State Education.  Jay explained that there are multiple formats, i.e. live sessions, or recorded lessons.  Jay noted that Rosetta Stone and Virtual School are two totally different things.  Shannon asked if the Illinois Virtual School was one-on-one or set up for a full classroom?  Jay explained that it could be set up for either option.

**STRATEGIC PLANNING PROGRESS REVIEW – “Faith in Future”:**

Anna McMahon will be the liaison for school commission.

Since it is the beginning of the year, there are no updates from Sub-Committees.

Instead, we figured out who was on what committee:

Tammy Abts – Catholic Identity & Academic Excellence

Shannon Rogers – Catholic Identity & Academic Excellence

Lisa Stolz – Enrollment Management & Marketing

Jay Wendelin – Facilities & Finance

Daniel Brian – Facilities

*Facilities:* It was questioned if Bob Small should be added onto the Facilities Committee since he was our new Custodian.

Electrical Assessment and Lead Testing were completed in July.

Shannon Rogers wants everyone to read through the “Faith in Future” to decide where they think they would best fit – also think about who they can add to their sub-committees who can help.

**PASTOR’S REPORT:** Fr. Andrejek explained the need for a new parish center – possibly adding classrooms for the school to use. Fr. Andrejek gave a summary of the layout of the amount of land we own – we just need the funds to be able to build on the land we already have. Jay Wendelin asked about the number of parishioners the church had. Fr. Andrejek there are about 375-400, but more than the 400 donate to the church.

**OLD AND NEW BUSINESS:** Larry Spialek asked for any old business. There was none. Larry Spialek then asked for any new business. Shannon Rogers mentioned that the May date for the Ed Commission meeting fell on the same date as graduation. The May meeting date will be determined at a later time.

**NEXT MEETING DATE:** The next meeting will be Thursday, November 16, 2017 at 5:30pm.

**CLOSING PRAYER:** Father Andrejek

**ADJOURNMENT:** The meeting was adjourned at 7:17pm.

Respectfully Submitted

Korinna Tice

School Secretary