**St. Joseph Education Commission**

**September 15, 2016**

St. Joseph School, following the Mission of 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 8th Grade Classroom of the school.

The meeting began at 5:33 PM.

**OPENING PRAYER:** Fr. Andrejek.

**MEMBERS PRESENT:** Fr. Andrejek, Shannon Rogers, Tammy Abts, Kristen Copeland, Bill Craig, Bill Engelbrecht, Pat Fort, Larry Spialek, Lisa Stolz, Heather White, and Colette Willoughby.

**MEMBERS ABSENT:** None

**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 Pat Fort approved the motion.

**PASTOR’S REPORT:** Father Andrejek thanked everyone for being here. He hopes to see results from what everyone has been doing the past few years. He wants to keep moving forward. It was decided that a finance member at our meetings would be beneficial.

**PRINCIPAL’S REPORT:** See attached report. See attached Funded by the Church spreadsheet. See attached marketing and enrollment calendar. Heather White mentioned that she received three post cards in the mail and mentioned that for financial reasons maybe there should only be one post card per family. Finding a Spanish teacher was discussed. UPDATE: We now have a Spanish teacher!

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

Bill Engelbrecht, the Director of Advancement, discussed the Strategic Planning Progress Report. Please refer to the documents that were distributed at the meeting. The decline in enrollment was discussed in great detail. It was mentioned that our students test well and do well in high school. Our value was brought up. Maybe people just don’t know our value. Most people tend to choose free (public) school over Catholic school so they need to be told about our value. Mr. Engelbrecht said that we have lost 1/3 of our school and we intervene our numbers will continue to decline. It was mentioned that the parent ambassadors can select some preschool parents and start conversations with them and talk about our school and why they should send their child here. Retention is ongoing. It was brought up that maybe we could offer incoming kindergarteners a free semester or a reduced tuition rate so that we can at least get them in the door so we can show them what SJS is all about.

*Catholic Identity*: Did not discuss

*Academic Excellence*: Did not discuss

*Enrollment Management/Marketing*: Did not discuss

*Development*: Did not discuss

*Facilities/Finance*: Did not discuss

**OLD AND NEW BUSINESS:** Larry Spialek asked for any old business. Shannon Rogers wanted to know who is on which sub-committee. Tammy Abts, Shannon Rogers, and Larry Spialek are on Finance. Heather White and Kristen Copeland are on Development. Lisa Stolz, Moriah Millburg, Colette Willoughby, and Larry Spialek(?) are on Marketing and Enrollment. Pat Fort and Heather White are on Marketing. The teachers and Tammy Abts are on Catholic Identity and Academic Excellence. Who is on Facilities? NOTE: I may have this all mixed up. Please let me know if I have anything wrong! Shannon Rogers did mention that the money from Alumni Weekend would be going towards our Angel Fund. Also, our parent ambassadors should be part of the sub groups. Father Andrejek noted that we are supposed to have 9 members and that we need at least 2 more. Everyone’s homework assignment is to come up with at least one name of someone that can be a member. Larry Spialek then asked for any new business. There was none.

**NEXT MEETING DATE:** The next meeting will be Thursday, November 17, 2016 at 5:30 PM.

**CLOSING PRAYER:** Fr. Andrejek. 7:33PM

**ADJOURNMENT:** The meeting was adjourned at 7:33 PM.

Respectfully Submitted,

Ally Finger

School Secretary

Students, staff and family

Joining together

Serving Jesus and one another

 ~ St. Joseph School Vision Statement