**Saint Joan of Arc Catholic School**

**Board of Education**

**September 24, 2018 Minutes**

**Members present:** Shelly Silber, Father Al, Sister Eileen, Deb Rizzotto, Rob Woronko, Christine Dugan, Gabe Plebani, Kevin Purcell, Christine Welter and Joe Perkins.

**Members absent:** Joel Myers, Ariana Pichardo-Lowden, Maria Angel, Tara Pennypacker

**SJA Teacher Representative:** Tara Carl

Opening Prayer: Shelly Silber

Board Business

* The August 27, 2018 minutes were approved.
* The parent survey will go out in the spring of 2019.
* Thank you to everyone that participated in the Gala.
* The School Board portion of the website is being updated.

Pastor’s Report: Father Al

* The Centennial Project is being postponed due to the Catholic crisis. It will begin in January or February. There is a silent campaign going forward with about fifty large donors.
* The Lenten Appeal is projected to drop. A 20% budget decrease is possible. All funds that go to SJA, stay at SJA, with the exception of the Lenten Appeal.
* The Lucy House is under contract.
* Town Hall meetings will be held to address the Catholic crisis. Catholics are praying for real change in the Church and healing for the victims.

Principal’s Report: Sister Eileen

* There is a possibility of having Elizabethtown College student teachers at the school.
* 40 Days of Life is approaching. There will be a baby bottle collection.
* Software is being updated throughout the school, including software support programs and a program that works in conjunction with Megan’s law.
* The Smart Boards need to be updated. Most recently the one in the library was replaced.

Development Director’s Report: Deb Rizzotto

* The website and logo are being updated to reflect a unified look and brand for the school.
* In an effort to reduce lines at the auction and increase revenue, a company is being considered to resolve these issues. The fee would be about $1800-$2000 and would allow the SJA action to go nationwide, eliminate the checkout lines and allow bidders to receive text alerts.
* A food truck event is scheduled for May 11, 2019. The rain date will be May 18, 2019.

Finance: Rob Woronko and Joel Meyers

* Rob and Joel are working together to come up with next year’s budget. This will be based off of the June 30th financial report.

Grants: Ariana Pichardo-Lowden

* Preparing for grant proposals: We are applying for what funding agencies have as their scope and adapting to our school’s needs and wants.
* Future of grants program: Recommend that as grant opportunities are identified, the approach to recruit volunteers is by announcing in blaster the opportunities one at a time. One time support may appeal to parents better than committing to a long-term or regular activity. The topic of the application, example health, safety or technology etc…may attract volunteers depending on their area of knowledge or interest.
* Applications in progress:
  + 1-Action for Healthy Kids grants: 1st funds tranche received. Working on implementing proposal after review with Health and Wellness committee. Attended webinar 9.19.18 to better understand process a requirements. SJA qualifies and will reapply this academic year again.
  + 2-Grant to acquire additional radio walkie-talkies: Radiation Emergency Response Funds (Act 147 Funds) will be send contingent we can provide the school safety planning information they require
  + 3-Nicole Tunks is working on reviewing criteria and application process for Fuel Up To Play 60 grant
  + 4-Ariana PL is working on an application to The Karma for Cara microgrant program for school garden
  + 5-Highmark grants are due soon. We need the school (Sister or Deb) to complete the specific school information so I can access the application forms and criteria. The login password was created but there are other steps after login in that has information to address.

Educational Excellence: Shelly Silber

* Optimally for STEM certification, students should go out into the community and experience different working environments. There are opportunities for SJA students at Hershey Med, an orthopedic simulation lab and experiences at Lebanon Valley College.
* The STEM application is due in November and a visit would likely occur in May.
* An optional study hall during recess might be something to consider. Sister Eileen will reach out to the teachers for their feedback at the next team meeting.

Marketing: Christine Dugan and Maria Angelo

* A committee of members is welcome. Everyone has a unique gift to share.
* A strong effort will be focused on alumni connections including events and a database.

EITC: Gabe Plebani

* Gabe requested a list of business owners at SJA and suggestions for a few people with interpersonal skills to give a 15 minute presentation about EITC. He will work with the Parish office to obtain a list of names.

Technology: Kevin Purcell

* There have been intermittent Wi-Fi outages. The technology committee is working toward correcting bandwidth issues and a possible hot spot area. This is a major expense, but they found a good deal.
* The committee created a meeting plan schedule.
* Sister Eileen’s printer has been fixed.

PTO: Tara Pennypacker

* The PTO will host a food truck and fun event this year.
* Plans for the spaghetti dinner are underway. The cost this year will be $10 for adults and $8 for seniors.

Fellowship: Christine Welter

* SJA will work at an aid station during the Hershey marathon.
* Cocoa Packs is an option for a service project. SJA students can volunteer to help put the packets together.
* The Fellowship Committee is exploring options for local, national and international service projects that are more hands on, rather than monetary donations. Ideas being explored include: Caitlin Smiles, a Saturday PB&J club, a Christian Service Club, CCW, Kiwanis Club and the Knights of Columbus.

Buildings and Grounds: Joe Perkins

* A pressure washing company cleaned the 6th grade window wells.
* The Girl Scouts will complete a service painting project for the school.

Upcoming Date:

* November 5 – Next Board of Education meeting