**St Patrick’s Elementary School Board**

05/05/2021

7:00 PM – Zoom Platform

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| **Attendance:** |  |  |
| President | Rebecca vanLieshout | Present via Zoom |
| Vice President | Pat Powers | Present via Zoom |
| Secretary/Treasurer | Julie Netzband | Present via Zoom |
| Board Member | John Jones | Present Via Zoom |
| Board Member  Board Member  PTC/Parent Representative | Melissa Gwilt  Jennifer Cossette  Rachel Pace | Present Via Zoom  Present Via Zoom  Present Via Zoom |
| Teacher Representative | Katherine Wright | Present Via Zoom |
| School Principal | Kristin Healt | Present Via Zoom |
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**Opening of the Meeting:** At 7:00pm EST Becky vanLieshout opened the meeting with a prayer via Zoom platform.

**Introduction of the Participants:** Each Board participant was acknowledged.

Acknowledgement of St. Patrick’s Principal, Kristin Healt.

**Confirmation of Quorum:**5 voting directors were present.

**Agenda Approval:**

Agenda reviewed with no additions or corrections.

A motion to approve the meeting agenda was made by Pat Powers, second by John Jones, vote taken, membership approved/motion carried.

**Approval of Minutes from 02/03/2021 Meeting:**

Minutes of the previous meeting were reviewed. There were no additions or corrections. Motion to accept the 02/03/21 meeting minutes made by Christine Cavanaugh, seconded by John Jones, vote taken, membership approved/motion carried.

**The May 5, Board meeting was held via Zoom due to the COVID-19 pandemic and continued restrictions on gatherings.**

**Public comments:**

There were no public comments at this time.

**Financial Report:**

Report given by Pat Powers:

Income Statement review: Net profit of $137,000.00. $119,000.00 of that is the PPP (Paycheck Protection Program). Tuition is up $68,000.00 from the previous year. Revenue is up and payroll/benefits are down. Parish subsidies remain down.

A financial request will be made from to St. Patrick’s School Board to The Guardians of St. Patrick’s Elementary School Foundation. This support request will be made at the end of the school year to assist in our operating budget. Powers noted that we will need to ensure tuition obligations are being met by families. It was then reported that only 2 families were delinquent at this time.

John Jones inquired if we had applied for a second Economic Injury Disaster Loan (EDIL)? Powers reviewed the first loan in the amount of $24,800.00, and will look into a second application for reserve funds.

Powers advised on the PPP (Paycheck Protection Program). $96,000.00 of the second loan will be forgiven.

2021-2022 Budget review:

The 2021-2022 budget is balanced with increased enrollment. The budget will require Diocesan approval. Further updates as they become available.

This concludes the Financial Report by Pat Powers.

Comments or questions from the floor:

Comment: John Jones and Becky vanLieshout took this time to recognize our school families, faculty members and school board members for their dedication to keeping our school a success.

John Jones made a motion to accept the financial report. Second received from Becky vanLieshout, vote taken, membership approved/report accepted.

Financial report completed.

**Old Business:**

Computers/Technology update:

Principal Healt reported new computers have been chosen at this time, but are on backorder. The faculty has agreed not to explore other options and to wait for the items on backorder.

Comments/Questions: None

**New Business:**

Tuition Reduction Benefit:

Members of the St. Patrick’s School Board discussed a 25% reduction in tuition fees for full time employees of St. Patrick’s Elementary School. This benefit will be entered into the employee handbook and will exclude outside contractors. The tuition reduction benefit will go into effect July 1, 2021, as that is the beginning of the fiscal year. A motion was made by Pat Powers to implement this benefit, second by Christine Cavanaugh, vote taken membership approved/motion carried.

PTC President Scholarship:

The members of the St. Patrick’s School Board discussed awarding the PTC President an annual scholarship of $1,200.00. John Jones the St. Patrick’s Board by-laws be changed to reflect this change if necessary.

It was further suggested a description of the roles and responsibilities of the PTC President be developed with the assistance of current PTC President Rachel Pace.

A committee was developed to oversee these updates: Members include Board President Becky vanLieshout, PTC President Rachel Pace, Principal Kristin Healt

A motion was made by Becky vanLieshout to grant this scholarship for the additional duties and responsibilities of the PTC President, second by Melissa Gwilt, vote taken approved/motion carried.

**Principal’s Report:**

Principal Kristin Healt reported:

Enrolment for the 2020-2021 year 109 students

Student projections for 2021-2022 is 116 students

11 new students joined our school since September 1, 2020.

Healt reviewed the following upcoming events:

Teacher appreciation week

Ascension Thursday Mass at 9:30hrs

May 14th Memorial Dedication of our Butterfly Bench in memory of Jenna Jbarah and

Walk-a-thon for Golisano Children’s Hospital

May 21st May Crowning

June 16th - 6th Grade field trip to Niagara Falls

3rd & 4th Grade field trips to the new Oneida Public Library

June 22nd Fun Day – PTC to provide a bounce house

June 23rd Graduation Mass with Bishop Lucia

June 24 & 25 Teacher’s in-service

21 Chromebooks donated to the school from the Bison Foundation

Principal Healt is still completing the FEMA Grant. When she is finished it will be submitted.

John Jones advised if the grant funds cover the new computers the funds being transferred from the Guardians Foundation can be used to cover another need. This need to be determined by the faculty.

Comments/Questions: None

This concludes the Principal’s Report.

**Teachers Report:**

Report given by Katie Wright

Wright began by thanking the School Board for addressing issues raised by the teachers.

Wright provided the following summary of activities occurring throughout the school by grade.

PK3 – Students made an ocean in a bottle and are working on writing their name.

PK4 – Students are learning about the solar system, greater than/less than, and sounding out words.

K – Students are working on 2 and 3 D shapes and using knock down wall program.

1st - Students are working on measuring and events in a story.

2nd – Students are working on measurements, First Holy Communion, and May Crowning (5/21).

3rd – Students are working on fractions, writing, and Ascension Thursday.

4th – Students are working on fractions, preparing for NY State testing, and a field trip to the Oneida Public Library.

5th – Students are learning about the American Revolution.

6th – Students are learning about Ancient China and migrant workers in the 1930

Comments/Questions: Becky vanLieshout complimented the faculty on the level and intensity of learning achieved by St. Patrick’s students. This is directly related to the commitment of our teachers.

This concludes the Teacher’s Report.

**Parent Teacher Committee Update:**

PTC President Rachel Pace reported:

Pace thanked the Board for approving the scholarship incentive for the PTC President.

PTC Account Balance: $11,016.21

Review of Teacher Appreciation Week.

Teacher wish lists and plants delivered to staff members.

Fundraising:

Spring/Mother’s Day Plant vouchers

Umbrellas with St. Patrick’s School Logo available at the school

June - Joes Jerky

July – Golf tournament at Old Erie Golf Course

Comments/Questions: Becky vanLieshout recognized Rachel Pace and thanked her for her devotion and dedication to St. Patrick’s School.

This concludes the PTC Report.

**Final concerns/comments/questions:**

There were no other comments, questions, or concerns at this time.

**Schedule of 2020/2021 School Board Meetings**

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| **St. Patrick’s School Board** | **Location to be announced/Virtual Component to be included** |
| Nov 4, 2020 | 7:00pm |
| Feb 3, 2021 | 7:00pm |
| May 5, 2021 | 7:00pm |
| Aug 4, 2021 | 7:00pm |

Next meeting is scheduled for August 4, 2021, 7:00pm. This meeting will be virtual, and perhaps in person if conditions allow.

**Adjournment:**

Motion to adjourn made by John Jones, second by Christine Cavanaugh, vote taken, membership approved – meeting adjourned at 8:04pm.