

School Board Meeting Agenda
September Meeting, 9/22/20

Members Present: Dr. Clift, Matt Holloman, Molly Escalante, Gina McGee, Marshall Luck, Rob Campbell, Jamie Noble, Mary Ruth Craig, Sean Winter, Bill Norris, Pat Ross, Shannon Jones

Enrollment & Development Update-Gina McGee

- Still at 470; not accepting any more students due to space
 - Determining how to do Open Houses virtually; will possibly use the board to write letters to interested families again
 - Annual Appeal-looking at how to approach that
 - EISTC-still waiting on info from the diocese
- Update on status of green space/Westhampton Field fundraising-raised over \$54,000 and still waiting on two matching grants for a total over \$60k; waiting on West End Little League for their portion as SBS and other party are ready to proceed; We will have Saturdays for SBS Athletics. Dr. Clift will get an email out soon for an update and thank you to the community.

PTO Update

- Boosterthon begins tomorrow 9/23-Please encourage involvement and enrollment for this fundraising event; looking at extended family pledging money to support the students. Fun Run will be next week, one grade at a time and they run while socially distanced; goal is \$15,000 and if this occurs Dr. Clift, Mr. Jessee and Mrs. Hess will be slimed

In-Person Operating Plan

- Takeaways from staff feedback meeting-lots of positives; Area of concern: 1- Amount of cleaning supplies so will move to spray alcohol 2-Amount of adult supervision at arrival and dismissal so this will be reduced as experience has shown the amount of adults is not necessary
- Email was sent out to both campuses regarding recent cases at St. Christopher's and St. Catherine's and reminding families to be careful on the weekends
- CARES Money-portion offered to SBS; elsewhere there is a recent lawsuit regarding amount of funds and determining percentage so funds are frozen until further action on the lawsuit
- Student/grade-level assessments compared to standard years-data was looked at from Winter 2020 to Fall 2020 and data shows some students will need remediation after six months of being at home. Melanie Dooley and Lauren Hill will assist teachers in providing remediation; will also be working on stretching those higher-level kids; more professional development on how to create more robust virtual learning for all students
- PPP Loan-Rob Campbell-Forgiveness applications are opening soon in waves and will be long process; will be 90 day review process to see if partial or full forgiveness will be granted; documentation needed will be uploaded in a system; Ann Allen and Jaime Noble are on top of this; Dr. Clift shared that 100% was/will be spent on payroll and they have documentation to prove this; Jaime shared that diocese will run payroll reports for documentation

Formalization of a Strategic Planning Committee-Matt Holloman & Rob Campbell

- Background-Advisory Board structured around 7 core areas; 2018-2019 year had many discussions on tuition increases to pay for middle school which prompted Jamie Noble from Finance Council to join the board; we added more focus on enrollment and admissions and how board could support the

school more while working closely with Gina McGee; Mr. Ross gives Facilities and Maintenance information about the school; but there was a lack of focus on Strategic Planning for multi-year projects; last January/February accreditation self study process identified this as an area for growth

Question directed to Dr. Clift-How can we as a board support you? Dr. Clift desires SBS to be premier Catholic school in Richmond and beyond in the next 5-10 years; we have growth opportunity with this; 5 areas for this occur: 1-Providing in areas of curriculum and instruction in regards to rigor while remembering that we are a Catholic school first 2-Updated facilities that are 21st century while also appealing and welcoming 3-Financially strong 4-Admission and Development-growing our population through strong marketing and tapping into alumni 5-Technology is up to date and competitive with those around us

Needed: 1 year plan, 3 year plan, 5 year plan and 10 year plan

Matt Holloman-has created a tool to look at different road blocks and solutions-needs to discuss: What is the definition of a capital project vs. light maintenance project? Who are stakeholders? (Teachers, PTO, etc.) How does this work with the church's and Msgr. plans? Approval processes and who needs to be involved? Funding source? Capital campaigning? Debt financing? Diocesan aid? Governmental assistance? Administrative procedures through the project, bonding, insurance, structure for approaching a \$50k or \$100k project

Rob Campbell- emphasized creating the multi-year plan to look at overall goal

Jamie Noble-encouraged this committee to coordinate with Finance Council on plans (Jan-rough draft budget begins); diocese gives us \$100k to assist with costs which does not cover payroll

Dr. Clift-goal of State of the School is to be transparent on several issues

Meeting Scheduling

-October meeting-consider rescheduling or substituting with State of the School session-Wednesday Oct. 14-Dr. Clift will get the Board the information on the State of the School by Monday, Oct. 5th
NO MEETING IN OCTOBER

-Proposal to move regular meeting time to earlier in the afternoon/evening for remote meetings-will still meet at 6:00 for now

Dr. Clift gave the board another opportunity to ask questions- no questions; Board is thrilled with how the first four weeks have gone

Dr. Clift encouraged the Board to reach out and thank the teachers

Facilities

Pat Ross-MPH AC-project has gone smoothly and waiting a final inspection later in the week plus insulation; should be back in use within a week; Paper Towels in restrooms? These are now in restroom; One sewer backup but possibly unrelated