

Saint Bridget School
Advisory Board Meeting
November Meeting, 11/17/20

Members in attendance: Dr. Cliff, Gina McGee, Cameron Jessee, Meghan Hess, Mary Ruth Craig, Pat Ross, Molly Escalante, Rob Campbell, Matt Holloman, Marshall Luck, Bill Norris, Jamie Noble, Sean Winter, Amanda Graziano, Shannon Jones

Greeting & Opening Prayer-Molly Escalante

Confirmation of Advisory Board Vice Chair-Dr. Cliff
Rob Campbell will be Vice-Chair and be Chair next year

Facility & Grounds Update-Pat Ross

Three roof leaks being dealt with (over library, gym and in middle school) but expensive; walk-through completed today regarding aging condition of main entrance and bathrooms, oak doors; AC and heat working; Discussed some items with Frank Boehling of ETEC

Dr. Cliff-Finance Committee met and approved \$40k to fix leaks with Roof Services

Enrollment & Development Update-Gina McGee

Many applications coming in (72 as of 11/17)- for all grade levels; hearing from families that know current families and have heard strong, positive things about SBS; 17 in progress currently;

Annual Appeal kicks off tomorrow (11/18/20); Goal is \$125,000

Survey in January for current families asking if they will be re-enrolling; letters of intent tend to be pretty accurate

The group discussed several outreach and retention efforts for consideration

Board outreach to prospective families-Molly Escalante

Last year the Board reached out to prospective families with hand-written notes introducing them and offering to answer questions; Ms. McGee will get back with the Board after Thanksgiving with names; Dr. Cliff offered that parents requested some kind of Parent Academy with Q & A session in the future; Mrs. Hess and Jamie Noble shared their experiences with online Q & A and their value

Updates from Committee Representatives

Athletics-Mary Ruth Craig

Athletic Board meeting tonight; Coach Nguyen reports that lease agreement is still being worked out; bathrooms to be completed in the spring and for use in the fall; fall sports were a success and safety protocols went well; winter basketball underway with appropriate safety guidelines

Finance-Jamie Noble-Finance Meeting this morning and she reports that PPP loan forgiveness will be filed by diocese however, board is reaching out to diocese to see if SBS should do that instead; there is a pre-payment penalty on middle school loan of 4% but goes down to 3% in January/February

PTO-Amanda Graziano-working on finding new dates for February fundraiser that is being postponed to spring (hopefully); Colleen Cook (SBS parent and event planner) is facilitating this fundraiser; Advent wreath sales just finished and will be distributed next week; Christmas Shoppe coming in December; Christmas Purse to go out Monday after Thanksgiving

Update on Covid-19 Operating Plans-Dr. Cliff

Shared COVID-19 impact on school

Leadership reviewing Guided Learning Plan; CARES money is back on and SBS is receiving funding for what has been spent but not sure on what else might be received; Dr. Cliff reported that morale is good and a feeling of confidence prevails

Update on Strategic Planning Progress-Dr. Cliff

Progress being made; let her know if we have not been contacted for our committees; Timeline will be sent to Molly; asked if Board would compete SWOT document related to goals and objectives

Before the next meeting, there will be follow-up on prospective families.

Next Meeting Date:

January 19, 2021

Minutes submitted by Shannon Jones