

St. Giles Board of Specified Jurisdiction Meeting
September 17, 2018
7:00pm

Meeting Attendees:

Mary Catherine Wygonik, Tracy Wysockey, Jonathan Sluys, Sara Yount, Margaret Murphy, Meghan Hurley-Gibbs, Jennifer Fox, Kelly Hartweg, Liz Moroney, RJ McMahon, Carolyn Burke, Olga Solares, Amy Crilly, Cathy Marshall, Meg Bigane, and Carole Murphy

Agenda:

I. Fr. Carl's Report

A. Father Carl was unable to attend this meeting.

II. Principal's Report

- A. The Danielson teacher observation tool is being used this year. It is a new tool being used throughout the Archdiocese.
- B. Rush Hospital staff will be back this year to educate teachers and staff on executive function issues and offer suggestions for instruction. Each staff meeting will include conversations about executive function strategies.
- C. The year is generally off to a good start.

III. Executive Director Report

- A. Enrollment Update: 408 students enrolled at present. Staff members are reviewing the enrollment data to identify any trends regarding families who have left during the past few years.
- B. Facilities Update: Installation of the new windows has been completed. The project took most of the summer. The new elevator has been ordered, the project is well under way. Tuck pointing the church exterior is an ongoing project. The administrative office space in the cafeteria has been built out.
- C. There was much discussion around setting enrollment goals and strategic planning over the next few years to help St. Giles meet those numbers.

IV. BSJ Chair Report

- A. Welcome to all members.
- B. The BSJ Chair asked that all committee chairs begin planning presentations for the State of the School meeting. Goals and accomplishments should be shared.

V. Technology Report

- A. The iPad roll out is going smoothly this year.

- B. Chromebooks for the 4th-6th graders are ready to go.
- C. St. Ben's Tech Consortium has been a good partner. They are working on technology mapping to help the school prepare a reasonable replacement plan.
- D. School Rush is a new information tool for emergency notifications and directory information.
- E. Goals for the upcoming year are related to enhancing communications, supporting the school staff on educational tools, and assessing equipment and network security.

VI. Athletic Advisory Report

- A. The committee set the following goals: inclusion (increase participation in athletics by exposing kids to different sports during gym fun nights - two per month (one for younger kids and another for older kids,)), openness of communication (host Athletics 101 sessions - one for coaches and another for parents.)
- B. Also, efforts will be made to enhance concessions and promote more spirit wear orders online via the athletics page on the website.

VII. Marketing Report

- A. The marketing committee has been meeting and assigning responsibilities to various members and setting goals for the year.
- B. There will be two early childhood showcases this year.
- C. The committee spent time brainstorming about recruiting/retaining families in the lower grades, as the upper grades are often at capacity.
- D. They are discussing ways to improve both internal and external marketing.
- E. They are hoping to make preschool families feel more involved in the wider school community.
- F. The school news should be shared more with the wider parish.

VIII. Finance Report

- A. The finance committee will review the annual budget, review tuition and set 2019-2020 tuition number by year end, and identify areas of potential concern and suggest solutions.
- B. Empower Illinois provided some funds to St. Giles.

IX. Development Report

- A. The development committee is looking to add a few more volunteers.
- B. Lion's Leap is underway.
- C. In October, the committee is looking to do additional strategic planning and set goals for the next three to five years.
- D. Expanding the preschool program is a goal.

X. PTO

- A. First meeting was successful. A PTO goal is to grow the participation of volunteers and support.

XI. PPC

- A. A new welcome ministry will provide hospitality, greeters, a feeling of inclusion to all parishioners.

Action Items:

- Parent survey results pertaining to the PTO shall be distributed to the PTO Co-Presidents.

Upcoming Meetings & Important Dates

State of the School: October 29th

Board Meeting: November 19th - 3rd floor conference room, Parish Center; 7-9pm

Board Meeting: January 14th - 3rd floor conference room, Parish Center; 7-9pm

Catholic Schools Week/Open House: January 27th

Board Meeting: March 18th - 3rd Floor conference room, Parish Center; 7-9pm

Board Meeting: May 20th - 3rd floor conference room, Parish Center; 7-9pm

The meeting was adjourned at 9:02pm.