



St. Gabriel the Archangel School Board Meeting

8/10/21

6:36 p.m. Zoom and in person

Attendance: Lara Krill, Christine Koenig, Kate Temple, Miranda Wantland, Chuck Brawner, Kathy Wood, Tina Carraro, Fr. Jason Harris, Jennifer Schulz, Melissa Miller and Shannon Milliner

Opening Prayer **Given by Fr. Jason**

Review/Approval of minutes- **Minutes reviewed and added to from last meeting, then approved**

Parish Staff Liaison- No presentation from staff liaison this meeting

Introductions: **Welcome to new members Tina Carraro and Melissa Miller**

Officers: Chuck Brawner – President

Kate Temple – Vice President

Shannon Milliner – secretary (to be taken over by Tina C in the spring)

Principal's Report- **Lara Krill (see attached report)**

Review mission statement and how we can bring it to life.

Enrollment: Discuss ways to reach new populations

- **Pre-K is up 22.2%**
- **Good retention rate from Pre-K to K.**
- **19 families transferred out and Kathy tracked why they left: 5 moved out of state, 4 moved back down to Junior K, 2 moved to different part of Louisville and St. G was not convenient, other unknown.**
- **Jennifer and Kathy tracking information after family do tours to see what they are looking for in a school.**

Marketing:

- **Miranda suggests updating teacher profiles on website prior to announcement of teachers/classes.**
- **Joe Raymond created the staff directory, and it is usually updated in October once staff pics have been taken.**
- **Social media intern is being considered to help with this**
- **Suggested to have teachers control some of the posts in their classrooms so uploads can be more frequent**
- **Cross reference posts with all St. Gabriel pages (i.e., Sports ministry shares school posts and school shares parish posts etc.)**
- **Have the staff like the posts and share as well. This will improve visibility across social media platforms. Could even have a special giveaway (amazon gift card) to encourage staff to like the posts. The staff "caught" liking/sharing post will win the incentive**

- Encourage parents in the trumpet to like and follow all pages as well
- Kate also suggests highlighting teachers (and maybe even students) on social media.
- Positive reviews on social media. Can send links to families to leave reviews of St. Gabriel
- Tina suggests targeting parish members with school age children to determine why they don't attend St. Gabriel
- Do we still reach out to families after child has been baptized?

Covid update:

- Guidance changes daily
- Similar to last school year
- Vaccinations are not required, but highly encouraged
- Also cannot require showing vaccine card, but request for quarantine purposes
- Large plastic barriers likely will not be needed this year
- Smaller table barriers may still be needed in rooms with larger class size
- Desks need to be 3 ft apart
- K-2 lunch will be delivered to classrooms
- 3-8 will go to cafeteria and take to classroom or outside
- Recess will be in the back of campus
- RLO will not be offered at St. Gabriel, partnering with Catholic Virtual through archdiocese to offer this option
- Families must commit to a full semester and still pay St. Gabriel tuition
- RLO will not be offered for a student in quarantine, but make-up work will be provided
- Questions about who provides guidance for quarantine; Laura Krill voices that that is the Health Departments role

Cafeteria Renovation: see principal's report

Technology:

- Cameras in the sanctuary now and St. Gabriel has a YouTube channel to watch stream

Staff:

- Concerns voiced regarding staffing
- Still in need of 1 teacher and 4 assistants for this school year
- Questions regarding salary of Gabriel teacher vs public school teacher (\$20,000 difference)
- Are exit interviews conducted when teachers leave to determine plan to retain
- Creating incentives for teachers: teacher pins at first staff meeting and then every five years
- Create feeling of loyalty
- Teacher shout out boxes
- Covid has affected staff retention
- Spotlight teachers and their experience
- St. Gabriel has a strong staff, want to retain and make them feel appreciated
- Cannot change salary as it is archdiocese based
- Compensate them in other ways, recognize that teachers are called to this vocation

Other:

- There is a new member school board training at Archdiocese in September, but no official date announced yet.

Fr. Jason:

Enrollment feeds into all aspects of the parish and school. It's an important piece of the parish community as a whole.

Meeting ended at 8:14 pm

Next Meeting: September 14, 2021 @6:30pm



Principal's Report
8/10/21

Mission Statement: *"We educate through the Catholic values of faith, family, tradition, and innovation empowering everyone to soar with possibilities."*

Vision statement:



Enrollment Report

	2021-22	
K	59	(2 pending)
1	52	
2	54	
3	50	
4	51	
5	72	
6	69	
7	72	(2 pending)
8	58	

Total	537	09/2020: 543 05/2021: 552 ↓2.7%
Pre-K	99	09/2020: 81 ↑22.2%
w/Pre-K	636	09/2020: 624 ↑1.88%

- Enrollment
 - 25 (grades 1-8) transfer students starting this year: highest number in past 10 years
 - 73% retention rate from pre-K to Kindergarten
 - 11 students referred to JK based on Brigance screening for Kindergarten
- COVID-19 precautions
 - For complete list, click [here](#).
 - Masks required for K-8
 - Desks spaced 3 feet apart
 - Extra hand washing
 - Day porter- cleaning high touch surfaces
 - Use bottle filling stations instead of water fountains
 - Cleaning service in evenings
 - Electrostatic sprayer
 - Not taking student temperatures in the morning
 - Eat lunch outside when nice weather or in classrooms
 - Will ask junior high families to voluntarily provide vaccination information
 - Vaccinated individuals do not have to quarantine
- Marketing
 - Open House for Prospective families: October 7 from 5:30-7:30 p.m.
 - In-person tours available after school- not while students are in the building
 - Ad in Jeffersontown magazine
 - Marketing session in July to work on Google Business profile, SEO, Google ads
 - Would like to work on increasing reviews on major sites: Google, Niche, Yelp, GreatSchools, LinkedIn
- Cafeteria Renovation Update
 - Bid process out for designer/ contractor by September 1
 - Estimated timeline- by Lent 2022
 - Focus on dining space/ outdoor eating area
 - Will replace broken kitchen equipment- dishwasher/ warmer
- Technology
 - 5th grade iPads will assigned one to one- will not leave building
 - Parish Livestream Cameras project complete- now able to stream to YouTube parish and school pages
 - EANS budget approved
- Staff Update

Name	Position
Jessica Lefevre	5% Math Teacher

Open	7/8 Math Teacher
Open	K assistant
Rachel Despain	K assistant
Elizabeth Bauer	K teacher
Sarah Hooper-Hoffner	1st gr Teacher
Kyle Perry	PE teacher
Anayansi Claxton	Spanish teacher
Jill McLaughlin	Library assistant
Open	2nd grade P/T assistant
Open	K assistant

- Back to School Dates
 - o Monday, August 2
 - Student homerooms available to view in PowerSchool
 - o Wednesday, August 4
 - New Employee Orientation @ 1-3p (Loft 2)
 - o Thursday, August 5
 - All-Staff Mass and Breakfast @ 8:15 a.m.
 - Opening Faculty Meeting (lunch provided)-@ 10a-4p Loft 1
 - o Friday, August 6
 - New Student Orientation (grades 1-8 transfer students) @ 9-11 a.m. (enter at school office entrance)
 - Grade Level Policies Due
 - o Monday, August 9
 - 8:30-11:30 a.m. Kentucky Writing Project PD session 1
 - 12:30-3:30 p.m. Kentucky Writing Project PD session 2
 - o Tuesday, August 10
 - Emergency Procedures ALICE Training @8a-3p
 - o Wednesday, August 11
 - 9-10 a.m. Schoology Training (computer lab)
 - o Thursday, August 12
 - Archdiocese Opening Event for Teachers (at St. Gabriel)
 - Kindergarten Parent Orientation @ 6-7:30 p.m. (Loft 1)- PARENTS ONLY
 - o Friday, August 13
 - Faculty/ staff retreat@ Mount St. Francis
 - o Monday, August 16
 - 9 a.m. Assistants Meeting (Loft 2)
 - 11 a.m.- 12 p.m. Schoology training (computer lab)
 - Meet Your Teacher/ Supply Drop-off, 3-6 p.m. (K-8)
 - Various organizations in cafeteria
 - 6th grade/ 7-8 grade NEW student iPad orientation @ 6:15 p.m. (Multipurpose Building/ Gym)- STUDENTS AND PARENTS MUST ATTEND TO RECEIVE IPAD

- o Tuesday, August 17
 - Little Leopards Camp @ 8:30-11 a.m. (KINDERGARTEN STUDENTS only- drop off in carpool line)
- o Wednesday, August 18
 - First Day of School- 1:00 DISMISSAL
 - PTSO Boo Hoo/ Yahoo Breakfast @ 7:30-8:30 a.m. (Loft 1)- KINDERGARTEN PARENTS
 - No Uniques classes
- o Thursday, August 19
 - 1:00 DISMISSAL
 - No Uniques classes
- o Friday, August 20
 - Uniques Session 1 Begins
- o August 23- September 24
 - MAP Testing- Fall Window
- o Friday, October 1 and Saturday, October 2
 - Parish Festival- raffle, silent auction, fish fry, gambling, limited booths
- o Friday, October 29
 - PTSO Walk-a-thon: We will be accepting online donations again this year with our GiveSmart portal.