

## LCAB Meeting

8.12.25

### **Call to Order**

Meeting called to order at 5:09 pm by John Dobbins.

### **Attendees**

John Dobbins, Megan Venz (virtual), Lindsay Thomas, Anja Williams, Annika Otto

### **Mission Statement**

The mission statement was read: Saint Mary School provides a safe and loving Catholic learning environment where faith and knowledge meet.

### **Prayer**

John Dobbins began with a Hail Mary.

### **Approval of the Agenda and Minutes**

Agenda for 8.12.25 and minutes from 6.10.25 approved by John Dobbins, seconded by Lindsay Thomas.

### **Concerns/comments from visitors and communicators**

Anja Williams is a visitor at tonight's meeting.

### **Reports**

#### **a. Principal's Report (High level-see written report)**

##### **a. Mission & Catholic Identity**

- i.** Hallow App-First year subsidized by Diocese. Families will be able to access at home.
- ii.** Priest of the Week-School will pray for a new priest every week.

##### **b. Academic Excellence**

- i.** We have hired a Pre-K teacher!
- ii.** Accreditation: Annika will use this to identify and work on school improvement goals for the year.

- iii. PPS has posted shared time specials teachers' jobs. Only special we have is Music.
  - c. Governance & Leadership
    - i. Lois has been training Kendra as the new secretary.
    - ii. New priest starting Sept 1. School mass may be moved once he is in place. Office of Schools will be more involved and visible in school and parish.
  - d. Operational Vitality
    - i. We are getting FACTS switched over for tuition. Goal is that it is ready by Sept 1 but it may be longer.
    - ii. Office of School working on endowment.
- b. Financial Report
  - a. Annika will meet with Lisa next week and set regularly scheduled meetings up.
  - b. Nina was working on the budget for this school year. Annika will check with her on that.
- c. PTO Report & PTO Financial Report
  - a. We have all positions open. Elections will be at tonight's meeting.
  - b. Megan Tapper has trained Megan Venz. If no one else runs for Treasurer, she will run and do this for the year.
  - c. Wine and Harvest volunteer roster is full!
  - d. PTO looking at changing meeting times to after school drop off.

#### **Principal Search Committee**

- a. See written report.
- b. John has closed out the committee.

#### **Approval of Reports**

John Dobbins motioned to approve reports. Megan Venz seconded.

#### **Old Business**

- a. Bylaws: Approved bylaws still need to be signed by John Dobbins and Ben Williams.

- b. Accreditation: See update in Principal's Report.
- c. FACTS implementation: See update in Principal's Report.
- d. Enrollment Update: We are at 51 students including Pre-K and Pre-school.
- e. Continual enrollment: The LCAB recommends moving forward with continual enrollment. Nina and Annika will discuss once school started.
- f. Budget Development: Annika will find out more tomorrow.

### **New Business**

- a. Transitions: Everyone is getting the support they need.
- b. We have one vacancy. The group will brainstorm potential options. Annika will also keep this in mind as she meets parents.
- c. Meeting Schedules: We will target 2nd Tuesday of the month at 5:30 pm, starting with September 9th.
- d. LCAB page on website: Annika will ask Kendra to update.

### **Closed Session**

No closed session.

### **Upcoming Meeting**

Next regular meeting is currently scheduled for **Tuesday, September 9th @ 5:30 pm** in the school library. In the event that we cannot meet in person, a link for a virtual meeting on Google Meet will be shared.

### **Adjournment**

John Dobbins motioned to adjourn the meeting at 5:42 pm, Lindsay Thomas seconded.