

St. John Regional Catholic School

15 South Garand Street, Winslow, Maine 04901
Tel: (207) 872-7115 Fax: (207) 872-2500
E-mail: SJCS@stjohn.pvt.k12.me.us
Website: www.stjohnschoolwinslow.org

Rev. Philip A. Tracy, Pastor

Mrs. Valerie Wheeler, Administrator

School Board Agenda

September 22, 2009, 6:00-7:30PM

School Board Members

Fr. Phil Tracy – Parish Administrator

Mr. Russ Clavette – School Board Chair

Mrs. Val Wheeler – Administrator

Mr. Jeff Wrigley – Board Member

Mrs. Janice Souviney – Child Care Center Director

Mrs. Diane Charland – Board Member

Mrs. Kerry Smart – Director of Development & PR

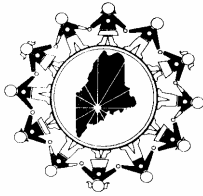
Mr. Ryan Loubier – Board Member

Agenda Items

- I. Opening Prayer (Fr. Tracy)
- II. Announcements (Mr. Clavette)
 - a. New Board Applications Received
- III. Reports (Board)
 - a. Administrative Report Discussion (Mrs. Wheeler)
 - b. Child Care Center Director Report Discussion (Mrs. Souviney)
 - c. Director of Development & Public Relations Report Discussion (Mrs. Smart)
- IV. Review of Budget (Board)
- V. Schoolmessenger.com (Mrs. Wheeler)
- VI. Establish School Board Dates (Board)
- VII. Grade Expansion Update (Request of Fr. Phil)
- VIII. Discuss “On the Horizon” and “Action Items” (Mr. Clavette / Board)
- IX. Pastors Remarks (Fr. Phil)
- X. Closed Session - Review of Applications & Voting (Board Only)

Our mission:

Our school offers a Catholic atmosphere to provide quality education and spiritual development to our students and their families.



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Administrative Report for School Board September 22, 2009

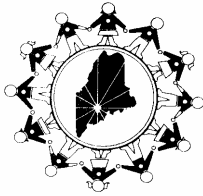
- We began the school year with 85 students. I view this as a very positive thing because I was told in August that we were one of few schools that had an anticipated enrollment increase this year.
- We held an Open House before school started and it was very well attended. The teachers did a great job preparing their rooms for the evening and their plans for the beginning of the school year. A special recognition goes out to our maintenance guys. They worked very hard deep cleaning and the floors were all stripped and waxed before the start of school.
- Mr. Nicholas came and did his presentation for the children about the magazine drive. The drive takes place from September 14-21. We are hoping for a great turn out. The first day we were approximately \$500.00 short, but the second day we were much closer to last years turn in figures. We're anticipating making our goal.
- A PTFA meeting was held and was well attended. We also held an informational meeting for homeroom parents to share what that job of homeroom parent involved. As part of our expectation we shared with them that we encouraged them to be in attendance at the PTFA meetings so they could be a link to parents in case some parents aren't able to attend the meetings.
- We celebrated our grandparents on Friday September 11 by beginning the day with a muffin morning. We had many people in attendance. The cafeteria was filled. Grandparents stayed through the morning visiting classrooms and seeing specials. They went out and participated in a special prayer service and then played or watched their grandchildren during recess. The children loved having their grandparents visit and they truly are wonderful promoters of our school.
- I would like to ask you to review the web site included in this report because I would like to share my thoughts about a having a program like this with you and see what your opinions are about this. There is another Catholic School in the diocese that is strongly pursuing this and thinks we could come on board for a great deal. www.schoolmessenger.com

Respectfully submitted,

Mrs. Wheeler

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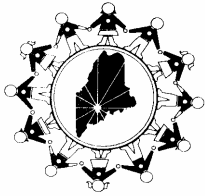
Preschool/ Aftercare Report for School Board September 22, 2009

- The start of our preschool/aftercare year is off to a busy start. Our 3-4 year old program has 25 children enrolled, with the following openings: M-1, T-1, Th-1, Fri.-2. The 4 year old program has 21 children enrolled, with the following openings: M-5, T-2, W-1, Th-2, Fri.-6. The aftercare program has 33 children enrolled (grades K - 5), some with rotating schedules or as needed. With our 47 preschool children and 33 aftercare children we are seeing around 80 children a week in the programs offered upstairs.
- I spoke to Jenn Kelly to see if there was any interest in joining the school board. She has a daughter in "K" and a son in preschool. Her husband, Brian, and Jenn had been discussing it and are very interested in the whole idea.
- School picture day is Wed., Oct. 7th. We will offer the packages to all the preschool children, some are not scheduled on Wed., but in the past have come in early to have their child's picture taken.
- My Oct. calendar includes the Family Pumpkin Carving Night, Oct. 23rd. I just need a time that it begins.
- Aftercare is all set for the Early Release day, Wed. Sept. 30th.
- Our new janitor Louie is wonderful. The preschool has never looked better!!
- Our field trips to Lemieux's Orchard are scheduled for the end of the month.
- Which leads me to ask about the Chewonki Foundation's Traveling Natural History Program and Northern Stars Planetarium. They haven't visited for at least 2 years now and is it possible they will be scheduled this year?

Respectfully submitted,

Mrs. Sawiney

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Development/PR Office Report for School Board September 22, 2009

- Had 96% attendance at Open House/Kick Off Picnic
- Worked with marketing committee on new school decals
- Established and coordinated year long calendar with events
- Updates on website
- Community outreach with Baptism Prep Program
- Home visit with donor
- Tour with potential family
- Successful Marketing meeting with two members and have a third person to volunteer
- Advertised First Day of School in Morning Sentinel and Town Line
- Advertised Grandparents' Day and Franco American Festival with all Media Contacts
- Coordinated homeroom parent meeting with expectations
- Home visit with donor
- Worked on Information night for new families
- Attended Fundraising Seminar in Dover Foxcroft
- Almost 300 people in attendance for Muffin Morning/Grandparents Day
- Presence at Franco-American Festival Booth with brochures, cookies, tortiere tarts and students in school pride attire
- Attended seminar at St. Michael's on Cost Based/Need Based Driven Tuition
- Worked on Advertisements in Morning Sentinel Business Journal
- Continue to have much interest in Lands End School Pride with successful summer order and three more orders since
- Organize Volunteer Lists for fundraisers

PR For Upcoming October and November Events

- Blast e-mail to all media contacts including October Chamber of Commerce Newsletter; Morning Sentinel What's Happening and Community News; local newspapers; and B98.5 and Moose 92.3 for October Events
- October events including School Pictures; School Pumpkin Carving; Fairy Tale Themed Parade and School Mass

Future Ideas

- Three Year Plan with Marketing Committee
- Newsletter/Brochure to go out to Alumni Database
- Continue to work on website updates
- Lands End School Wide Order
- Levels of giving and pursuit of a fundraising campaign?
- Work with PTFA to get more involvement with preschool families to attend

Respectfully submitted,

Mrs. Smart

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