

St. Joseph's School  
School Board Minutes  
Tuesday, Dec 10th, 2024  
5:30 pm-Conference Room

1. Call to order and opening prayer. Meeting started at 5:32. In attendance; Jonathan Westphal, Father Eberle, Narcel Clark, Matt Kohler, Joan Zander, Sara Loomer, Kate Lambert, Heidi Lee, Business Manager Alex Kitchens.  
Absent: Brittany Lyons
2. Approval of Minutes of prior meetings, motion to approve by Heidi, 2<sup>nd</sup> by Kate.
3. Administrative Note – There was no November meeting as inclement weather prevented the previously scheduled meeting and the decision was reached to move our November meeting to early December.
4. Discussion took place regarding best practices for After School Program (ASP) as it pertains to notifying the ASP when a child will not be present. Currently, the parents need to notify both the office and the ASP separately. As it stands, this continues to be the most appropriate way to communicate attendance changes for safety and accountability.
5. Administrators report.
  - 4.1 Enrollment is currently at 192.Old Business:
  - Book Blast – The funds raised through this program are a donation to the school and the children receive the books. This is a nice precursor for reading month in February.
  - Winter Benchmark Testing – These are mostly all finished up. Some students who were gone during testing still need to finish up. Overall, most students improved their scores from Fall Testing. Those who did not show improvement will be monitored and help will be provided if it is needed.
  - Veterans Day Program – Went well and had a fair number of families come to watch as well. There are some ideas being discussed to improve for next year as well.
  - Speech Numbers – The numbers of students identified for these services has risen by about 5 since it was last reported.New Business:
  - Christmas Concert will be Thursday, December 12<sup>th</sup>. School Board will serve cookies afterwards.
  - Christmas Movie – Will be shown in the gym on December 19<sup>th</sup>, Staff will have Christmas party in Oneill Hall.
  - All Staff Christmas Party – Will be on January 17<sup>th</sup> at the Williston Brewing Company.

- January In-service – Will be on Friday, January 31<sup>st</sup>. There will be no school that day. The same speaker as last year is lined up to talk this year as well.
  - Staff Update – New aide came on and one aide is planning to leave at the end of December. Also discussed spacing and classroom setup for next year.
  - Discussed Co-op and believe to be in good standing.
6. - Business Manager Alex went over proposed tuition budget for 25-26. Discussion about the different options being considered took place. This item needs to be approved by the finance council.

7. Pastors Report

- Fr. Eberle spoke briefly about the spacing necessities in the school as we continue to expand and some of the decisions that need to be faced in the coming years.
- Closing prayer said by Fr. Eberle and the meeting was adjourned at 6:36 pm. Next meeting will be held on Tuesday, January 21<sup>st</sup> at 5:30 pm.