

St. Joseph's School

School Board Minutes
Wednesday, February 24th, 2026
5:30 PM-Conference Room

1. **Call to order and Opening Prayer.** The meeting started at 5:30 pm. Present: Jon Westphal, Brittany Lyons, Sara Loomer, Heidi Lee, Kate Lambert, Joan Zander, Fr. Eberle, Narcel Clark. Absent: Matt Kohler.
2. **Approval of Minutes of Prior Meeting:** Motion to approve minutes by Joan Zander, seconded by.
3. **Administrator's report**
 - Next year enrollment is currently 161, down from 199. Several potential reasons seem to be contributing to this such as parents deciding to homeschool, parents wanting their children to transition to the Middle School prior to High School and overall lower numbers in Williston for Kindergarten. Narcel plans to call parents not re-enrolling to gain a better understanding.

Old Business:

- Spelling Bee: went well, there were no finalists from our school.
- Know Your Faith Competition: a part of Catholic Schools Week, it went very well, the kids all seemed to have a lot of fun.
- 8th Grade Enrollment for HS classes: Crystal Branham from the HS was here to talk about getting enrolled at the HS, the kids have the option of going next week during parent teacher conferences for a tour.

New Business:

- Staff update: Ingrid will possibly be moving to 2nd grade, 1st grade will remain the same, Ms Jacobs resigned in the 4th grade, Anne Alycel Harper verbally accepted a position at the school. Narcel reports that 5th-8th grade classes are set, they are currently working out the lower grades. All contracts were given out last Friday so will hopefully be turned in soon.
- State Testing: will most likely be in April for grades 3-8.
- Cultural Fair: being held March 6th, grades K-5 will go around to watch grades 6th and 7th present. 8th grade will be helping the K-5th graders get around the school.
- Evaluations: Narcel is halfway through evaluations and is continuing to work on them.
- Kid's Day Out: Held May 15th, first time for Narcel to do this event, she has asked staff to help work shifts, this will be discussed at the In Service tomorrow.
- PTO Fundraiser: PTO is asking for larger donations to do a raffle.

4. **Pastor's Report.**
 - No new news
5. **Time and Date of next meeting:** 3/17/26 @ 5:30pm
6. **Closing prayer and adjournment.**

