

SPRINGFIELD CATHOLIC SCHOOLS
SPRINGFIELD, MISSOURI
Springfield Catholic High School - Room #301

SCHOOL BOARD MEETING MINUTES
Thursday, December 12th, 2024

Present: Kent Lammers, Boyd Crockett, Jane Fairchild, Jeanne Skahan, Larry O'Reilly, Paige Duda, Fr. Tom Kiefer, Margaret Calliotte, Cheryl Bond, Becky Conroy, JoAnne Bailes, Ashley Harris, Lindsay Wright, Brian Pyck, and Sr. Cecilia Ann,

Absent: Fr. Patrick Nwokoye, Ryan O'Reilly, Fr. Lewis Hejna,

Guests: Casey Wilkerson and Pat Murphy (written report only)

OPENING PRAYER 6:02 p.m. Fr. Tom Kiefer opened the meeting with a prayer.

REVIEW OF CONSENT ITEMS

The November Minutes and Consent Agenda and items were reviewed prior to the meeting. Kent Lammers, School Board President, thanked all the principals for their efforts to honor our veterans this past month. Then Kent Lammers asked for a motion to approve the consent items and minutes. This motion was made by Boyd Crockett and seconded by Fr. Tom Kieffer. The motion was approved.

GUEST PRESENTATION

Casey Wilkerson, the Springfield Catholic Schools Security Coordinator, shared an update on his department's activities related to security. The following was highlighted:

1. The replacement or repair of various doors in our buildings has been completed.
2. Discussion on the challenges of accessibility at St. Agnes due to bulletproof glass and the need for alternative solutions.
3. The installation of cameras at all schools, ensuring 360-degree coverage and adjusting reporting times for better efficiency.
4. Training sessions conducted by our School Protection Officers at each school to educate teachers, students, and parents on Standard Response Protocols in case of various emergencies.
5. The formation of a Behavioral Intervention Team (BIT) to address risk assessment and provide support for students with suicidal or homicidal ideations or less severe risk behavior. On February 14, 2025, there will be a training session for the BIT team members, including both clinical and non-clinical staff, to identify and support at-risk students.

Patrick Murphy could not attend the meeting due to bus driving obligations, but he wrote a report to share with the School Board. Sr. Cecilia Ann shared the highlights. Overall, Pat keeps our two busses, our school van, and our drivers ed car working and in good condition. Pat does all the internal and external cleaning of the busses and makes sure all our vehicle registrations are renewed in a timely fashion. He believes that it is good PR and that maybe people will see how well we take care of our vehicles and will realize that we must take even better care of our students! We are blessed to have Pat Murphy driving for us and leading the transportation department for Springfield Catholic Schools.

REPORTS

Financial Statements: Margaret Calliotte presented the November financial statements, detailing various funds and their balances. Larry O'Reilly asked if we keep an eye on interests rates so as to make sure we are getting the best rates. Margaret assured the school board that she is very active in checking interest rates and makes sure our money is working for us. Margaret also shared the enrollment report as of December 4, 2024. Enrollment updates show that we are only three students down from revised budget with a total of 1,375 students across all grades. There are inquiries for the second semester, with some students expected to join in January. A motion to approve the financials was made by Fr. Kiefer and seconded by Larry O'Reilly. The motion was approved.

Director of Schools: Sr. Cecilia Ann shared that the federal grant we were trying to use to assist with security needs has concluded. The three projects we had hoped to use the federal funds for were funded through DESE instead. We are actively working on the 2025-26 school year calendar. The principals have put it out for the faculty to review. Sr. Cecilia Ann will send it out to all the school board as it was accidentally omitted from the meeting packet. Sr. Cecilia Ann took part in a webinar regarding the upcoming Jubilee Year which celebrates the 2,025 anniversary of the birth of Christ. The theme will be: Pilgrims of Hope. Sr. Cecilia Ann shared a list of ideas with the principals and is hopeful that we can help the students, staff, and faculty truly engage in this special Jubilee Year! Sr. Cecilia Ann also shared that we will have a new School Protection Officer beginning work at St. Elizabeth Ann Seton after Christmas. We are most grateful to Brian Serota for his excellent work for us this first semester. He will continue to assist us with various events and as a sub SPO.

Director of Development: Becky Conroy reported the Alumni Association had a successful holiday event and is planning for a winter event at an upcoming girls' basketball game. Earlier today after the noon Development Board Meeting, Fr. Nick Zummo conducted the blessing of our new donor wall. Becky also shared that the end-of-year campaign is underway to raise additional funds. The E-Connections newsletter is being released, featuring a highlight reel of the schools' first semester. Becky also reported that the development board has secured a new presenting sponsor and a matching sponsor for Emerald Evening. Becky concluded her report by sharing that a significant donation for technology upgrades has been received. The amount is approximately \$260,000. She asked for the Boards' approval to use these funds for technology upgrades. Kent Lammers asked for a motion to approve of the use of this donation. Jane Fairchild made the motion and it was seconded by Fr. Tom Kiefer.

OLD BUSINESS:

Maintenance and Construction: Larry O'Reilly shared that the LED lighting project for the football field and baseball field is slated for June at this time. Larry also confirmed that the replacement and/or repair of various doors in our schools has been done for security reasons. Larry confirmed that the security system and door access control projects at the high school are now completed. Casey is still working on plans for the field house and other outdoor facilities for key access control for better security of these areas.

Policy Committee: We had the second reading of policies:

- 2.14 – Sick Leave Pool
- 2.14A – Guidelines For Sick Leave Pool Policy
- 2.15 – Retirement Gift
- 2.16 – Jury Duty Pay

There was no further discussion on the policies. Kent Lammers asked for a motion to approve the above policies. Boyd Crockett made a motion to approve the second reading policies and Larry O'Reilly seconded the motion.

NEW BUSINESS:

Policy Committee: We had the first reading of policies:

- 2.21 – Hepatitis Vaccination
- 2.22 – Confidentiality
- 2.24 – Notification of Retirement
- 2.25 – New Teacher/Employee Orientation

Kent Lammers suggested that we add a line to Policy 2.22 (Confidentiality) stating the need to keep information confidential even after employment with Springfield Catholic Schools has ended.

Margaret Calliotte led the First Reading of the 2025-26 school year operating budget, detailing the revenue and expense projections. Discussion focused on a conservative approach to budgeting and the importance of maintaining staffing levels and salaries. The finance committee recommends a 1.5% increase on the base, a 3.5% increase on tuition which results in a balanced budget with a net

gain of \$10,830. An additional 3.5% raise could be added from the Shepherds' Fund (totaling \$270,000) which would result in a 5% increase to the hiring base.

Brian Pyck shared a Parent/Student Athletic Contract that he would like all SCS athletic programs to start utilizing. It outlines expectations for parents' and students' conduct - emphasizing the importance of charitable behavior and support for coaches. Brian would like to add a line to the contract stating that it was approved by the administrative team and the Springfield Catholic Schools School Board. Kent Lammers asked for a motion to approve the parent/student contract. Boyd Crockett made the motion to approve the contract as presented and Fr. Tom Kiefer seconded the motion. Brian also shared a video script that will be used to educate parents and students on appropriate behavior and communication with coaches. The video will run about four minutes. Brian is enlisting the skills of one of our seniors to make this video and hopes to accomplish this task in the very near future. Kent Lammers asked for a motion to approve video script. Fr. Tom Kiefer made the motion to approve the video script as presented and Boyd Crockett seconded the motion.

CLOSING PRAYER: Sr. Cecilia Ann closed the meeting with a prayer.

The meeting ended at 7:19 p.m.