

St. Joseph's School  
School Board Minutes  
Monday, April 18<sup>th</sup>, 2024  
5:30 pm-Conference Room

1. Call to order and opening prayer. In attendance; Jonathan Westphal, Father Eberle, Narcel Clark, Matt Kohler, Joan Zander, Sara Loomer, Heidi Lee.  
Absent: Brandon Johnson, Kelsey Lee.
2. Approval of Minutes of prior meetings, motion to approve by Joan 2<sup>nd</sup> by Sara.
3. Review of financial statement.  
3.1 Business Manager Alex Kitchens presented the Board with financials through the end of March. He stated that it is beginning to look like the expenses may come in a bit under budget as we get to the end of the fiscal year in June. There was action taken on the review and no further discussion.
4. Administrators report.  
4.1 Enrollment is currently at 162.  
4.2 Enrollment for the 2024/2025 school year is at 176.

Old Business:

- Chrism Mass- 6<sup>th</sup> graders did not end up attending due to poor road conditions.
- Job Fair in Minot/Bismarck- Fr. Eberle and Kathy Kalil attended job fair in Minot and Bismarck and had good, productive conversations at both.
- Family Breakfast- April 12<sup>th</sup>- Was well attended and good feedback from families that came.
- State Testing – Testing took place for 3<sup>rd</sup> – 6<sup>th</sup> graders. Testing all students has just finished and scores are not finalized or official yet. Preliminary scores are showing good results with 3<sup>rd</sup> and 5<sup>th</sup> grade outperforming state averages in ELA and Math and 4<sup>th</sup> and 6<sup>th</sup> grade performing in line with state averages in both ELA and Math.

New Business:

- Virtual Book Fair – Scheduled for April 29<sup>th</sup> – May 10<sup>th</sup> – Good News! Is the vendor for the book fair. After review from Narcel and Ms. Monson, we feel confident in the quality and standards of the books being offered by them.
- Run for Funds – Gong well, but would like to see more engagement and enrollment from more of the school families.
- 2024-2025 Staff Update – Kindergarten teacher is hired and 1<sup>st</sup> grade teacher is hired. There are still discussions being held to finalize who will move to take over the second 1<sup>st</sup> grade class and there is a candidate that is actively considering the 4<sup>th</sup> grade opening. Still seeking a Title Staff/Tutor.
- Changes to St. Joseph's in 2024/2024 school year – Fr. Eberle and Business Manger Kitchens shared with the board an over on

feasibility of adding a 7<sup>th</sup> grade. They are still finalizing details on potential options based on space and fiscal analysis. The finance council still needs to review those options to identify and approve best path forward. 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> grade would be departmentalized and operated with 1 teacher for each core subject. Based on the analysis done, we have the staff in place for this expansion. Parent feedback has been positive and we expect enrollment to remain strong from 6<sup>th</sup> grade families. **President Jon Westphal opened the floor for a motion. Heidi made a motion to approve the acceptance to expand to 7<sup>th</sup> grade, seconded by Joan. There were 5 Aye's and 0 Nay's.**

- Preschool – We are still seeking a director. There is a strong applicant pool for other open positions. Enrollment and interest remain steady.
- Spring Concert – Scheduled for May 9<sup>th</sup> at 7:00. There will be a social to follow.
- Field Trips – 4<sup>th</sup> grade is going to visit a farm/ag experience on 4/24, 4<sup>th</sup>-6<sup>th</sup> grade is going to the zoo in Minot on 5/14, and 6<sup>th</sup> grade is going to Medora on 5/20.
- Spring Splendor – Mrs. Everson will host this at the park on May 22<sup>nd</sup>.
- Kindergarten Screening – New screening methods will be put in place to gauge readiness for 24/25 school year.
- Closing prayer said by Fr. Eberle and the meeting was adjourned at 6:50 p.m. Next Meeting is scheduled for May 15<sup>th</sup> at 5:30 p.m.