

## St. John Vianney School Board Annual Chair Report 2010-2011

Greetings,

This past year, I was privileged to chair the SJV School Board. This report is meant to provide a glimpse of the accomplishments and initiatives of the board's four subcommittees and members in the most recent term.

The parish required each committee, including the school board, to create a five year strategic plan. Board members met last summer and authored a plan encompassing objectives from ensuring we have a strong faith community in the school and Christian formation, improve the visibility of the school to foster greater parish and school relations, create and nurture an environment that fosters development and retention of quality staff, increase parent involvement, and address perceptions that middle school reading, writing and research curriculum are not preparing students to meet the demands of high school.

Some initiatives which the school board advanced, advised and collaborated in are as follows.

\*To better communicate current parish and school activities and signal the location of the school entrance and activity center, we believed enhanced outdoor signage was needed consistent with other parish schools. A marquis monument sign can publicize upcoming activities, open houses and enrollment openings and reflect the vitality of our parish and school. We sought support from various committees and the parish interceded and funded the new signage.

\*A security system was installed at the school entrance.

\*K5 was changed to a full time program based on attendance trends.

\*To strengthen reading and writing programs beginning at the primary grades, school administration purchased a Houghton Mifflin Harcourt "Journey" reading series for grades K5 through 5 which is designed to provide leveled reading for in class instruction. The cost of this program was covered through the \$30,000 textbook fund from Home and School, ARRA Funds and Title Funds. The program includes training of faculty, instruction and education materials.

\*An incentive measure to increase enrollment and reduce tuition for participating families was introduced, called Refer a Family, which entitles families to a \$500 tuition credit for each new student who enrolls as a result of their referral.

\*A new logo was designed.

The Advancement and Development committee completed existing initiatives and enacted several new ones to advance the school in the community and parish. Third graders created cards commemorating the Sacrament of Baptism to send to families of newly baptized children. Committee members promote the school by attending new parishioner meetings, distributing new family folders, authoring school news in the bulletin and presenting at VIP day and Mother's and More Preschool open house. Focusing on increasing enrollment, the committee strengthened marketing of the K4/K5 open house by creating and placing posters

at area businesses and creating and distributing promotional postcards. SJV's early childhood team created a presentation incorporating a slideshow for the Open House resulting in very successful event that attracted approximately 50 families to observe our school. The committee realized its new school wide initiatives. A school parent was commissioned to create a new SJV school logo and official shamrock to be used digitally in multiple formats. The logo and shamrock are slowly being incorporated within the school and outdated products are replaced. The logo appeared on newly created outdoor banners publicizing open house and enrollment opportunities and the logo was applied to two tablecloths and a podium banner for formal school functions. The logo was incorporated into the newly refinished gym floor.

Finance committee assisted and advised school administration in developing the annual budget for the school and presenting same to Parish Finance committee, made recommendations about the annual salary adjustments of the teachers, and developed the 2011-12 tuition. Great effort was made to keep tuition from increasing and keep pace with enrollment fluctuations.

Long Range Planning committee developed and administered the 2011 school parent and teacher surveys. The surveys are administered every three years and help school board and administration examine perceptions of parents and teachers regarding the school and its programs; identify program strengths and areas for improvement; provide direction for the future; and follow-up on surveys conducted in 2005 and 2008.

Policy committee is responsible for annually reviewing and revising school board's guidelines and school policies. The committee revised guidelines to clarify obligations of at-large school board members, establish meeting requirements for committees, and specify duties of its officers. The revised school policies are the culmination of three years of efforts to update and modernize the school's policies to address concerns and issues raised by school families, strengthen school safety, and better reflect today's school environment.

Ongoing effort to implement and identify other initiatives in the strategic plan will continue.

In Christ's Peace,  
Eileen Carter, SJV School Board Chair 2010-2011