I. Opening Prayer (6:00 pm)
Board Rector, Msgr. Robert Wenzinger led the opening prayer.

II. Call to Order – General Meeting Session (6:05 pm – 6:10 pm)
Board member Doug Sampson moved to approve the minutes of the March 2019 meeting; Board member Jeffrey Peracchi seconded the motion. Motion carried.

III. Superintendent’s Report (6:10 pm – 6:20 pm)
Superintendent Mona Faulkner said that with five weeks left in the school year, there was not much to report. The Search Committee did great job in making Mike Burke feel welcome. He will be on campus May 17. Things are going well in all schools, with very little turnover. There is one other principal position open. Bishop Joseph Brennan did the Chrism Mass, with over 400 students attending. He will take responsibility for the Diocese at Vespers on May 1. Bishop Brennan’s installation Mass is on May 5. May 6 will be his first day in the office.

IV. Chairperson’s Report (6:20 – 6:25 pm)
A. Submission of New Items for New Business - None
B. Outgoing Board Members
Plaques were presented to outgoing Board members Denis DuPertuis, Jeffrey Peracchi and Doug Sampson. Chairperson Byers thanked Mr. Sampson for establishing new policies and procedures for budget reporting. The school is better for it. She thanked Mr. Peracchi for his dedication to the school and for being her great mentor. She thanked Mr. DuPertuis for the 41 years he has been at Memorial wearing whatever hat was needed at the time—be it teacher, counselor, vice-principal, etc.

Bishop Ochoa signed the letters for both incoming Board members, Frank Hambalek and Mike Thomason. Officially, they will be joining the Board at the August retreat.

V. Principal’s Report. Tom Spencer & Shawn Carey (7:05 pm – 7:25 pm)
A. WCEA/WASC Accreditation Report

Principal Spencer reported on the WCEA/WASC Report, the seven principles addressed therein, and the degree of observance by the committee.

1. Catholic identity ought to be authentic.
   Degree of its Observance: Commendably
   Strong Catholic faith is evident amongst students, teachers, and staff at San Joaquin Memorial. Catholic faith permeates throughout campus.

2. Catholic school ought to be systematically and carefully organized and effectively managed.
   Degree of its Observance: Sufficiently
   Despite numerous changes in leadership since the last accreditation visit, the school has continued to fulfill its vision and mission. There is a clear governance structure with specific lines of leadership and responsibilities.

3. School’s teaching and learning ought to be of the highest quality.
   Degree of its Observance: Sufficiently
   SJM offers an array of challenging and relevant courses that prepare students for success in the college setting. SJM offers college prep, honors, AP, and enrichment classes. The results of standardized testing could be used more intentionally to inform curriculum and instruction. The development and use of subject specific benchmarks would assist in tracking student mastery.

4. Co-curricular or ancillary programs should add vitality to the overall school program.
   Degree of its Observance: Commendably
   The physical safety of students has been enhanced. SJM utilizes multiple approaches to meet the academic learning needs of students. SJM provides students with a robust co-curricular program.

5. Management of a school’s material resources ought to be carried out responsibly, for the well-being of others, i.e., primarily students.
   Degree of its Observance: Commendably
   Resources for enrollment, classrooms, and funding are well thought out and managed for the benefit of the students of the school. SJM leadership has worked diligently to maintain and improve both the instructional resources of the classroom and the whole school plant. The business and promotional operations at SJM continue to be
managed in a responsible and thoughtful way to ensure continued success for the future.

6. School ought to be committed to improvement, in whole and in parts. Degree of its Observance: Commendably Commitment to improvement rests in the school’s estimation of itself and its operations wherein SJM’s faculty and staff have been honest and loyal to the school’s mission.

7. School’s self-study process must demonstrate integrity—i.e., inclusivity, honesty, and thoroughness—throughout the whole of the process. Degree of its Observance: Commendably SJM has taken many opportunities to ensure that the process has been inclusive, honest, and thorough. By having an open and transparent operation in the creation of the Self Study, the school reflects on and shares its accomplishments while striving to grow through the goals set in their educational improvement plan.

Because of the change in leadership, Principal Spencer recommended to the committee that they give SJM a six-year accreditation with a three-year revisit.

B. Enrollment Update
2019-2020 applications are at 152, 48 short of the goal of 200.
123 Incoming Domestic 9th Grade (80 from partner schools; 43 from other)
12 Transfer Domestic 10th Grade
8 Transfer Domestic 11th Grade
1 Transfer Domestic 12th Grade
8 International

To date, 69 shadow visits have been completed with 50 of those resulting in the person applying.

Of the 152 applicants, 105 have registered (102 are 9th Grade; 3 are transfer students). Roughly 20 families are waiting on financial aid decisions.

All the financial aid has been awarded, though the families have not been informed at this time. There is no more financial aid available for freshmen that have not applied yet. Board member Doug Sampson asked if we increased financial aid by another $50,000, how many freshmen would that help. Would another $25,000 get us another 10 students? Principal Spencer anticipates getting 30 applications over the summer, for which we will have no aid to offer them.

Director of Admissions Rainey was at Big Hat Days in Clovis, April 5-6, 2019. Approximately 10,000 people passed by the booth, with actual contact with about 200 people. Of those she spoke with, 15 families had 6th graders, 12 families had younger children and 10 were alumni. She was able to address many misconceptions about SJM and felt it was a big success. She will also be at Vintage Days at Fresno State later this month.

C. Staffing Update
There will be a reduction in certificated staff by 4 FTE: 1 counseling position will not be replaced; 3 teaching positions (1 not being replaced; 2 not being offered contracts for enrollment reasons). This would still allow for 48 more freshmen without adding more staff. The person replacing counselor Roxanne Rogers has been hired.

The initial round of interviews for the Academic Vice Principal position is done. The position had to be opened again because of change of title. 12 applications were received, with 2 being internal. There will be no appeals above the level of VP unless there is a policy violation; there will not be a meeting with Head of School Mike Burke. Superintendent Faulkner stated the parent would still be able to meet with her (in which case she would go back to the Head of School for specific information). She meets with the parents when they have exhausted all avenues. If the parent is not satisfied with her finding, they can then go to the Bishop. The new policy needs to be in the Handbook that this is final appeal process at the VP level. If parents sign this, Superintendent Faulkner would be able to refer to this.

The overarching goal is not to have the new Head of School called to solve VP student problems. Parents are now encouraged to solve the problem at the point by going to the teachers first, keeping the department chairs and the VP in the loop.

There has been a realignment of athletic and activities director positions to be co-directors (gains 2 sections or .4 FTE teaching position).

Administrator Shawn Carey shared his farewell remarks, as this is the last Board meeting for him. The last 3 years have been pretty exciting with many highlights to remember. Students are doing well. Teachers are dedicated to Memorial. Progress was made on the strategic plan with the help of Board member Jeffrey Peracchi and past Board member Mark Peters. It will be time to work on it again as it has run its 5-year cycle. The strategic plan focused on 3 integral goals: Catholic Identity, Enrollment, and Steam. There is strong leadership in all those areas. He really enjoyed working on STEAM. The STEAM center will come to fruition. Groundwork has been laid for facility and fundraising. The most important part of STEAM is the curriculum. STEAM will showcase the infusion of the collaboration type of concepts where the kids are really working together as teams and the teachers are working together as teams to learn the best strategies. There will a STEAM Camp this summer. Most exciting for him was watching the teachers plan the STEAM camp. It may be a slow start this year, but we will be having more kids on campus. We need to continue to support our teachers with training. Learning spreads best from teacher to teacher. The partnerships we have started with City College, Fresno State, etc. have a lot of potential. He always respected the parents that were always willing to give of their time; great people make great schools. He will miss being at SJM and wishes everyone the best of luck.

Principal Spencer also had closing remarks. The number of students that receive scholarships and/or financial aid is significant. However, it is not enough. The multiple-child student discount needs more attention. Employees of the Diocese should get a reduction in tuition here, as well as reduced tuition at other partner schools. Marketing continues to be an issue we need to address. The 75th anniversary for our school is coming up. Director of Advancement Kenyeih Williams and Constituent Relations Coordinator Shirley Boujikian have great ideas for this celebration. The Board should
become involved. The reputation of Memorial has definitely improved. Everyone in town should be aware of what a great place this is to send their kids to school. He thanked Board member Doug Sampson for not being afraid to ask the tough questions and Board member Jerry Laval for his crazy out-of-the box ideas. He appreciates everything that everyone has done.

Board member Michelle Kusch thanked both for being excellent leaders and wonderful to work with. Board chair Susie Byers said the school and this Board owe them a debt of gratitude for keeping our heads above water and guiding us with a new direction, including the hiring of the new Head of School and making leadership changes. Superintendent Faulkner also took the opportunity to thank Tom Spencer and Shawn Carey.

VI. **New Business** – (7:25 pm – 7:45 pm)
A. Transition Planning for new Head of School
   Board Chair Susie Byers will be working with Carney Sandoe as part of the transition process before Mike Burke comes. She will meet with Superintendent Faulkner and Principal Spencer to set up a transition team.

   Principal Spencer noted Mike Burke will be on campus May 17; there will be faculty meeting that date. He encouraged Board members to come meet Mr. Burke.

B. August Board Retreat
   Board Chair Suzie Byers is to work with Superintendent Mona Faulkner, Principal Tom Spencer and incoming Head of School Mike Burke on next year’s meeting schedule and Board retreat in August. She would like to bring in a third party retreat person to facilitate the session. She will notify the Board of the exact date later on.

VII. **Adjourn / Closing Prayer**
   Principal Spencer said the closing prayer. Msgr. Wenzinger gave a closing blessing.

VIII. **Executive Session** (If requested)

**NEXT MEETING:** August Retreat (Date to be determined)