

## St. Emily School

### MEETING MINUTES

7:00 PM – 8:00 PM

September 11, 2025

**TOPIC: To foster Catholic education, advise administration and support the mission of St. Emily Catholic School.**

**Attendees: School Advisory Board Members**  
**Facilitator: School Advisory Board President, Janine Schoen**  
**Note Keeper: Janine Schoen**

#### MEETING MINUTES:

7:05 p.m. Fr. Presta led us in prayer.

Minutes from the last meeting were approved.

#### Pastor's Report:

- School enrollment reviewed. To date, enrollment is at 410. New parent and new student orientations helped welcome our new families.
- The St. Emily Festival is taking place on September 14<sup>th</sup> and begins with 11:30 mass. An outdoor celebration from 12:30 to 4:30 will follow on the parish grounds and will feature a Taste of St. Emily, a petting zoo, beer and wine and raffles.
- Children's Choir is beginning this fall. Contact Mary Caldron ([mcaldrone@stemily.org](mailto:mcaldrone@stemily.org)) for more information.
- 2025-2026 Seminarians: Raymond Greishaber, Casimir Cozzi, Terry Marmion, Victor Martinez and John Paul Philips.
- A full-time maintenance assistant was hired to help Mr. Rick: Mr. Alberto Hernandez-Mata. He has experience working at St. Alphonsus and will focus on cleaning our Church and Hadju Hall and will assume duties in the school as well.

#### Principal's Report:

1. Archdiocesan Goals
  - Goals, Archdiocese and St. Emily results were reviewed for Faith Formation, School Culture, Academics and Enrollment were reviewed. St. Emily met or exceeded all established goals.
  - The 5 Essentials survey indicates St. Emily is Strong or Very Strong in all five essential areas. This performance suggests St. Emily is ten times more likely to improve student outcomes.
2. Track-a-Thon
  - Funds used to purchase interactive white boards for 11 classrooms.
3. 4 classrooms were outfitted with new desks thanks to a generous donor.
4. All classrooms are in use with 2 classes at every grade level. Kindergarten has three classrooms.
5. Four parent nights were held. Beside our regular back to school nights, one for grades K-3 and one for grades 5-8, we held one just for 4<sup>th</sup> grade parents and one for all our new families back in June.
6. A new student orientation was held for students in grades 4-8.
7. Family Mass is returning on the following dates:

Date	Time	Grade
Oct. 19	11:30am	6
Nov. 16	9:30am	8
Dec. 7	11:30am	5
Jan 25	9:30am Catholic Schools Week	3
Feb. 22	11:30am	7
Mar. 15	11:30am	4

8. Enrollment and Marketing

- 122 New Families
- 110 New Students (K-8)
- 66 New Students (PreK)

9. Personnel

- New Staff: Ms. Zina Danno (4<sup>th</sup>), Mrs. Kathy Donaghy (7<sup>th</sup>), Mrs. Nesreen Duncan (Music), Mrs. Holly Gange (PreK3), Ms. Amanda Goczkowski (2<sup>nd</sup>), Mrs. Colette Harlan (K), Dr. Angie Karamitos (Counselor), Mrs. Kristen Kresca (6<sup>th</sup>), Mrs. Cathay Lilig (Technology), Mrs. Jamie Marchetti (Instructional Assistant), Ms. Lori Prokopiak (5<sup>th</sup>), Mrs. Renata Sosin (6<sup>th</sup>)

FSA Report

- Back to school Bash was well attended
- Additional members are welcome as recent meeting was lightly attended.
- The Dine and Share program continues and is being marketed through the use of signage in drop off lines to promote attendance. Good feedback has been received thus far.

Marketing

- Retention is the main focus of our marketing efforts.
- Discussed the idea of a Grandparents' Day in the Spring.

Athletic Report:

- Conference Banners are on their way.
- Volleyball games begin 9/10 with the home opener for 5/6<sup>th</sup> and 8<sup>th</sup> grades.
- Pack the Gym Night: Thursday October 2<sup>nd</sup>
- Pack the Stands is coming for Cross Country
- Running Club is in session
- Saturday, October 4<sup>th</sup> – Obstacle Course at River Trails Park District
- For Home Games – no specific admission fee – donation box only
- Looking into Portable Gates for the hallways for school
- New VB equipment and uniforms coming
- Sold some Eagles Nest Shirts and will be selling them at home games
- Would be nice for athletes to wear their Sports Uniforms for Family Masses

- New Company for uniforms would be best especially for the younger and smaller students for a better fit. Brooks/Allen will be used.
- Team Snap adopted for website similar to Team Sidelines but better in regards to showcasing athletics.
- Sports program fees are expected to raise slightly.
- Parents/coaches want to make sure they Model Service and Appropriate Behavior to their children.
- Pep Assembly taking place on September 25<sup>th</sup> at 1:30pm.
- Next Athletic Board Meeting is Thursday, October 9<sup>th</sup>.

**New Business:**

- Alumni Relations – Discussed partnership with Athletics regarding alumni relations. Janine to let Vic/Dominika know to reach out to Lisa to inquire about previous efforts made by Mike Burns and Diana K who worked with an alumni company in the past.
- New Goals and Objectives for 2025/2026 – Discussed fundraising for needs of the whole school.
- Grandparents Day in Spring of 2026

8:15 p.m. Closing Prayer

Next meeting: November 20, 2025 at 7pm