

MEETING MINUTES

St. Mary Catholic School Advisory Council

Meeting Type: Regular Meeting

Date: May 27, 2026

Time: 6:30 PM

Location: St. Mary Catholic School — Cafeteria

1. Attendance

SAC Committee Members Present: Chad Borodychuk, Susan Cordes, Sandra Grant, Jesse Gulley, Colin Korson, Paula Korson, Matt Monroe, Doug Rexroat, Laura Tarsa

SAC Committee Members Absent: Sean Campillo (Excused)

Executive Committee Present (Non-Voting): Fr. James Siler (Pastor), Megan Glynn (Principal, Outgoing)

Other Members Present: Rachel Amalfitano (Advancement Director), Nicholas Hendrick (High School Rep), Tina VanderWulp (Elementary Rep)

Other Members Absent: Lori Schaub (Business Manager) — Excused per Fr. Siler

Also in Attendance: Toby Wegener (Athletic Director); approximately 27 total attendees including community members

Quorum: Quorum confirmed. Nine (9) of eleven (11) voting members present. Sean Campillo excused.

2. Opening

2.1 Opening Prayer

Fr. Siler led the council in opening prayer.

2.2 Call to Order

Chairperson Doug Rexroat called the meeting to order at 6:34 PM. A brief delay prior to the call to order was noted due to a printing issue with handout materials.

3. Agenda Approval

The chair noted that formal agenda approval was not reflected in prior meeting practice and proposed adding it as a standing item going forward. The Athletics Report was added as Agenda Item 4a, following Communications. The agenda was approved as amended by unanimous consent. No nays.

4. Approval of Prior Minutes

4.1 April 15, 2026 — Regular Meeting

Paula Korson raised a clarification regarding the term “executive committee” as used in the April 15 minutes. She noted that two distinct bodies operate under that label: (1) the SAC Executive Committee as defined in the bylaws (Pastor, Principal, Chairperson, Vice Chairperson, and Secretary), and (2) a school-level leadership group (Pastor, Principal, Advancement Director, Business Manager, and Director of Student Services). The chair acknowledged the ambiguity and deferred resolution to a future action item.

The April 15, 2026 Regular Meeting minutes were approved by unanimous consent. No nays.

ACTION ITEM: Clarify the definition and distinct roles of the SAC Executive Committee (bylaws-defined) vs. the school-level executive leadership group. Bring resolution to next regular meeting.

4.2 May 6, 2026 — Special Called Meeting

Approved by unanimous consent with one amendment: Sandra Grant’s attendance status to be corrected from “absent” to “excused absent.”

5. Communications

The chair reported no formal communications were sent to the committee through official SAC or school channels during the period since the last meeting. This will be addressed going forward via the dedicated SAC email address (see Item 13).

6. Athletics Report — Toby Wegener, Athletic Director

6.1 Summer Programming

A boys and girls basketball camp is scheduled for June 17–19, involving both coaching staffs.

6.2 Varsity Volleyball

Head coach Alissa Bunek tendered her resignation approximately two weeks prior to this meeting, citing family and personal circumstances. The position has been posted with input from the coaching staff. Due to current roster numbers and the sport’s structure — volleyball does not permit the five-quarter participation rule that basketball does — it appears the program will field a varsity-only team next year. A JV squad is not currently feasible with enrollment at current levels.

6.3 Boys Basketball

The Athletic Council evaluated all available options: co-op arrangements, varsity-only scheduling, and participation of 7th and 8th graders at the JV level. Decision: St. Mary’s will carry both a JV and Varsity Boys Basketball schedule, currently approximately four games short of a full slate. Participation by 7th and 8th graders at JV is expected; this will likely result in only one middle school team. The Athletic Council expressed a clear preference to maintain the program under the St. Mary’s uniform and coaching staff rather than pursue a co-op arrangement.

6.4 Golf

A proposed co-op with Suttons Bay was priced at \$3,500; St. Mary’s opted to field its own team independently rather than enter the co-op. Four returning golfers are expected next year, sustaining program continuity. Fr. Siler attended several matches this season; Tony West volunteered as coach.

6.5 Spring Sports

A wet spring necessitated the installation of a sump pump in left field. The Kris Popp tournament was held successfully. Track produced two state finalists: Lizzie G. and Daniel C. Baseball and softball both compete in Districts this weekend; the girls’ team has relocated to Glen Lake due to field conditions, and the boys play Buckley.

6.6 Conference / League Membership

St. Mary's was invited to give a five-minute presentation to a league in Pellston on May 28, 2026; Athletic Director Toby Wegener will attend. The league's athletic directors expressed interest in St. Mary's numbers and sports offerings. Any formal entry would not occur until the year after next at the earliest; volleyball and middle school sports were identified as potential entry points. Concerns raised by the board included travel distances of up to two hours for some games and the associated burden on families and student transportation.

Separately, Fr. Siler and Toby Wegener have pursued a formal application to the Ski Valley Athletic Conference. Outreach emails were sent to all Ski Valley superintendents with a formal letter of application to follow. The strategic approach targets superintendents and school board members, where decision authority rests, rather than athletic directors. Fr. Siler contacted superintendents in several leagues directly. Outreach has been extended to seven leagues in northern Michigan up to the Straits.

The broader rationale for conference membership: scheduling guarantees, full JV and Varsity slates, reduced vulnerability to spring cancellations, and improved competitive positioning relative to peer schools.

6.7 Co-op with St. Francis

Nicholas Hendrick raised the idea of an athletic co-op with St. Francis. Athletic Director Wegener confirmed the topic has come up at the Athletic Council level; no formal decision or outreach has occurred.

7. Enrollment Update — Rachel Amalfitano, Advancement Director

Current re-enrollment stands at 78%. Two to three families are a mild concern; the remainder are expected to re-enroll. Fifteen campus visits have been completed this year. The enrollment team has contacted at least 11 families in the past two weeks; at least 3 new families have confirmed enrollment, with several additional families in active conversation.

County-wide K–12 enrollment has declined approximately 14% since 2016, providing context for the school's competitive recruitment environment. Play groups will continue throughout the summer, including Wednesday sessions.

7.1 Pre-K Pipeline

Of the current 17 pre-K students, the majority will remain in pre-K next year (not yet age-eligible for kindergarten). Three are confirmed for kindergarten; one is uncertain; approximately three to four additional students are being actively pursued. The following year's pre-K cohort is expected to convert fully to kindergarten, substantially increasing that class size.

7.2 Montessori / Pathfinder

Montessori reached out to St. Mary's seeking extracurricular options for 5th and 6th grade students. Megan Glynn is in contact with the Montessori head of schools and working to formalize a partnership arrangement. Matt Monroe has engaged Montessori informally on basketball open gyms (Fridays, 10 AM–noon, both gyms). The Pathfinder partnership has not yet been formally advanced.

7.3 Pastoral Involvement in Enrollment

Fr. Siler stated he had requested to be included in all family enrollment conversations going forward. Rachel Amalfitano has provided Father with a summary document covering notes and contact information for approximately 8 prospective families.

Susan Cordes noted for the record that her own family came to St. Mary's because a priest personally reached out; 13 total family members ultimately attended the school as a result.

Colin Korson: "These two departments need to work together. That's the only way that this is going to work — working together."

Families were encouraged to finalize enrollment decisions promptly to support accurate budget development, staffing, and sports team formation. Brittany Rosendall has begun sending weekly reminders to families who have not yet re-enrolled.

8. Staffing Update — Megan Glynn, Principal

Two open positions:

- Kitchen Aide (10 AM–2 PM, five days per week) — Amanda Tarsa will not return; position is being managed in coordination with Rick and has not yet been formally posted.
- Part-time Advancement Office support — posted to the diocese website the prior weekend and to the parish website on the day of this meeting.

A middle school teacher position has also been posted; at least one application has been received. All other faculty and staff members have submitted intent to return for the 2026–27 school year.

9. Presentation — Morning Mass Logistics

The chair presented the operational logistics analysis for the proposed 7:30 AM daily Mass format for the coming school year. Handout materials were distributed to all attendees. Two issues were identified for discussion.

9.1 Transportation

Current bus routes have a first pickup at 6:45 AM (garage departure at 6:25 AM). A 7:30 AM Mass would require a first pickup at approximately 6:15 AM, which was assessed as not operationally feasible. Bus schedules will not change. Attendance at 7:30 AM Mass is voluntary and constitutes a zero-hour, non-curricular activity.

9.2 Supervision of Students

Students dropped off early by parents will require a supervising adult to be present. Fr. Siler confirmed that two staff members have already volunteered to attend every Mass. At 8:00 AM, a staff member will lead morning prayer in place of Fr. Siler.

10. Public Comment

The following topics were raised during the public comment period. Speakers are identified by name.

Spanish / In-Person Teaching — Samantha Drow

Samantha Drow inquired about the timeline for hiring an in-person Spanish teacher rather than continuing with an online program. Megan Glynn noted the school is working through the Oxford shared-time program; budget and minutes approval is approximately halfway through the process, with a job posting anticipated by early June. Fr. Siler reiterated the vision of an in-person teacher for every subject.

Technology in Curriculum — Mary Ann Korson

Mary Ann Korson asked whether technology will return to the curriculum for middle and elementary students. Technology is currently offered as a credit course for 9th and 10th graders but will not be available to high schoolers next year due to schedule rotation. Decisions about future offerings at other grade levels were characterized as belonging appropriately to the incoming administration.

School Counselor — Carrie Jarvis

Carrie Jarvis asked whether a dedicated school counselor position has been considered. The board noted this has been discussed at length; models considered include social worker, guidance counselor, and student services director. The current Director of Student Services provides college planning, class scheduling, IEP meeting facilitation, and family support. The vision is to add targeted one-on-one counseling capacity over time.

First Sacraments Outreach — Tiffany Zionkowski

Tiffany Zionkowski asked whether Rachel Amalfitano's team is actively reaching out to families from the three other parishes whose children received First Sacraments at St. Mary's. Rachel confirmed this is in process; DRE contacts are being sourced, and prior baptismal records are being compiled to rebuild outreach lists.

Morning Mass Supervision — Jozell Rexroat

Jozell Rexroat expressed concern about arriving at the start of the school year without a published supervision plan in place for the 7:30 AM Mass. She noted that parents dropping students off at 7:20 AM need assurance that a staff member will be at the door and that students will sit in a designated area. She asked that the plan be communicated to families before the school year begins. Fr. Siler and Doug Rexroat responded that a full plan will be in place; two staff members have already volunteered to attend every Mass; a sign-in process and designated area will be established.

Morning Mass — Notification Protocol — Renee Lemcool

Renee Lemcool added a related question: if a student who normally attends Mass does not appear, how will the supervising staff member be notified?

Zero-Hour Contracts — Nikki Ackley

Nikki Ackley, speaking as a teacher, clarified that zero-hour activities fall outside teachers' contracted responsibilities, particularly at the start of the year when contracts may not yet be finalized. She stated she personally intends to attend Mass when present, but noted that any formal staff role at zero hour requires advance planning and formal agreement with administration.

Montessori Bridge — Sara Harrelson

Sara Harrelson offered to serve as an informal bridge to Montessori families, noting that multiple families at a recent Montessori event expressed interest in St. Mary's. Matt Monroe and Rachel Amalfitano are already engaging informally; formalized outreach is in progress.

League Travel Concerns — Annie Grant

Annie Grant raised concerns about two-hour travel distances to conference games and the burden on families who cannot personally transport their students. The concern was directed to the Athletics Committee for consideration prior to any formal conference commitment.

Volunteer Coordination & Montessori Outreach — Joseph Rexroat

Joseph Rexroat suggested creating a formal parent volunteer sign-up list at board meetings for enrollment outreach calls, zero-hour coverage, and similar support functions. He also proposed that St. Mary's seek an invitation to present at Montessori's graduation day event as a targeted enrollment outreach opportunity.

11. Deliberation — SAC Recommendation: Morning Mass Logistics

Fr. Siler had already made the operational decisions on both items prior to this meeting: bus schedules will run at normal times, and staff will be present at daily Mass. No formal SAC vote or recommendation was required. The board used this agenda time to discuss the finer points of implementation — specifically, how supervision would be structured for students arriving early and how families would be notified of the plan before the school year begins.

Rachel Amalfitano proposed implementing a sign-in process for students attending Mass so that supervising staff do not need to conduct formal attendance.

Laura Tarsa: “At zero hour, it’s not the school’s responsibility. When it’s at 8 AM, then all of this is covered.”

Doug Rexroat: “Father made the commitment that the adequate systems will be in place. It’s our job to get that done.”

ACTION ITEM: SAC and Administration to develop and publish a complete Morning Mass logistics plan: supervision roster, student sign-in process, designated student area, and non-attendance notification protocol. To be communicated to families prior to the start of the 2026–27 school year.

12. Formation of Principal Search Committee

The chair provided an update on the principal search. A search committee has been formed from parishioner stakeholders with professional backgrounds in recruiting, onboarding, and candidate vetting — assembled to support, not supplant, the administration’s role in the process. An interview committee has also been constituted, drawing from staff, parishioner families, and individuals with relevant expertise. All work is proceeding in close coordination with the school administration and Fr. Siler.

Non-disclosure and confidentiality agreements are in process. Once fully executed, the names of all search and interview committee members will be made public.

Fr. Siler: “We have great applicants. They’re going to be put forward. It’s going to happen soon. All things are happening. We have to trust the process.”

Laura Tarsa requested that committee member names be disclosed as soon as confidentiality agreements are finalized. The chair committed to prompt publication.

A continuity and onboarding plan is concurrently under development to ensure the smoothest possible transition to incoming leadership. Further updates will follow as the search process advances.

13. SAC Email Address

The chair announced that a dedicated SAC email address — SAC@stmarysll.org — is being configured. The address will distribute messages to all SAC members and ad hoc members simultaneously and will serve as the official outbound channel for SAC communications. The address is expected to be operational within a few days pending coordination with the school’s IT contact.

ACTION ITEM: Jesse Gulley to coordinate activation of SAC@stmarysll.org with Doug Rexroat (by end of day May 27). If unresolved, follow up with Megan Glynn on May 28.

14. Meeting Frequency

The board discussed whether the standing fourth-Wednesday-of-the-month cadence is sufficient given the current volume of active governance work. Member input:

- Colin Korson: Maintain the 4th Wednesday regular meeting; add special called meetings on an as-needed basis.
- Laura Tarsa: Reserve 4th Wednesday meetings for standing reports and public comment; conduct substantive internal deliberation via special sessions.
- Doug Rexroat: Bylaws review and Vision Statement development each warrant a dedicated standalone meeting.
- Matt Monroe: Noted the existing bylaws require a minimum of four meetings per year — a threshold not consistently met.

Chair's determination: Two special called meetings to be scheduled within approximately the next six weeks — one dedicated to bylaws review, one to Vision Statement development — in addition to the regular June meeting. Meeting cadence to be reassessed thereafter.

ACTION ITEM: Jesse Gulley to distribute an availability survey to all board members within the week to identify a date for the bylaws special meeting within the two-week window.

15. Action — MHSAA 2026–27 Membership Resolution

The chair explained that MHSAA requires an annual membership resolution to be reviewed by the school's governing board and signed by the secretary.

Motion: Paula Korson moved to approve and sign the 2026–27 MHSAA Membership Resolution.

Second: Colin Korson.

Result: Motion passed. Unanimous among eligible voting members present. Jesse Gulley signed the 2026–27 MHSAA Membership Resolution at the meeting.

16. Action — Publication of SAC Members in Parish Bulletin

At the request of the Parish Council, the board approved publishing SAC member information in the parish bulletin. The board determined that only names, titles, and the SAC email address (SAC@stmarysll.org) will be published — no personal phone numbers or personal email addresses. The listing will mirror whatever information appears on the school website. Sean Campillo's name will be omitted from the initial publication pending confirmation of his participation status.

Approved by unanimous consent.

ACTION ITEM: Paula Korson to submit the approved SAC member list — names, titles, SAC@stmarysll.org — to the parish bulletin coordinator. Omit Sean Campillo pending confirmation. Due: June 27, 2026.

17. Action — SAC Bylaws Review (Tabled)

Motion: Doug Rexroat moved to table Item 17 (SAC Bylaws Review) to a special called meeting.

Second: Paula Korson.

Support: Matt Monroe, Colin Korson.

Result: Motion passed.

The bylaws review will be the sole substantive agenda item at a forthcoming special called meeting. Date to be determined via availability survey (see Item 14).

18. Action Items

Action Item	Owner	Due Date
Clarify definition and distinct roles of the SAC Executive Committee (bylaws-defined) vs. school-level executive leadership group.	SAC	Special Called Meeting — approx. June 10, 2026

Action Item	Owner	Due Date
Send availability survey to board members for bylaws special meeting date (must be within two-week window).	Jesse Gulley	Saturday, May 30, 2026
Develop and publish a complete Morning Mass logistics plan: supervision roster, sign-in process, designated student area, and non-attendance notification protocol. Communicate to families before school year start.	SAC and Administration	Prior to 2026–27 school year start
Submit SAC member list (names, titles, SAC@stmarysll.org) to parish bulletin coordinator. Omit Sean Campillo pending confirmation.	Paula Korson	June 27, 2026
Coordinate activation of SAC@stmarysll.org with Doug Rexroat (by end of day May 27); if unresolved, follow up with Megan Glynn on May 28.	Jesse Gulley / Doug Rexroat	Immediately

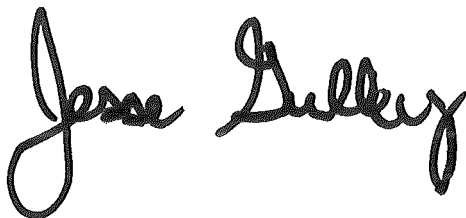
19. Adjournment

The chair moved to adjourn at 8:19 PM. Motion supported; all in favor. Fr. Siler offered closing prayer. Meeting adjourned at 8:19 PM.

Submitted by: Jesse Gulley, Secretary — St. Mary Catholic School Advisory Council

Date Submitted: 07/01/2026

Approved by: Jesse Gulley, Secretary — St. Mary Catholic School Advisory Council



Date Approved: 07/01/2026