



*Minutes*

- A. The St. Mary's Advisory Board met November 25, 2014 at 6:30 p.m.
- B. Chad Braegelmann, Chairman, called the meeting to order at 6:30 p.m.
  - a. Opening prayer was led by Joe Ferriero.
  - b. Members present: Chad Braegelmann, Father Todd, Joe Ferriero, Jessica Huebner, Matt Lhotka, Jeff Boyle, Pilar Eble and Amber Hentges.
- C. Recommended actions
  - a. **Review the agenda.** Requests were made to add "Auction" to Unfinished Business, "Future Board Meetings" and "Donations" to New Business. Father made a motion to approve with Jeff making a second motion.
  - b. **Review the minutes.** Jeff made a motion to approve the minutes and Chad seconded. Minutes were approved.
  - c. **Finance Reports.** Shake shack expenses are in and will get entered for review at next meeting. "Sacred Heart" needs to be added as an income line item on the P&L. They donated \$500 as there is a parishioner from there that attends St. Mary's. It was brought up to find out if all playhouse receipts have been turned in. Jessica will check with Evan and Sarah Anderson on that. With regards to other income, there should be around \$6000 in lighting and paint rebates coming our way. Tuition collection was brought up. Questions like, "Who does the collection and how do we handle it?" Discussion was had and it's the principal's job to do. There needs to be further discussion for those that do not pay it. What are the consequences? More discussion to come at future board meetings.
- D. **Unfinished Business.**
  - a. **Alumni.** Discussion was had to be sure alumni are notified about the Dinner and Auction event on February 14<sup>th</sup>. Post on Facebook but also send information out via e-mail, possible direct mail depending on how many can not be reached the other two ways.
  - b. **Auction.** Jessica discussed the auction being on Valentine's Day, the silent auction will be moved to the basement of the Old #1 to create more space, doors will open at 5 p.m. (1/2 hour earlier than last year), ideas from the board of things to ask for money as an auction item. Some ideas included speakers to come in from places like the zoo, Science Museum, etc. Technology needs. In addition to playhouse tickets and raffle tickets, we will be selling the Catholic United Financial tickets as that fundraiser will be kicking off. There was discussion about businesses/families sponsoring a table at the auction and what that would all entail. It was asked that board members think about this and other ideas for Jessica and Holly.
- E. **New Business.**
  - a. **Update on school reconstruction.** Service Master is working out the details like screen repairs/replacement, blinds, and redoing the ceilings (mudding, taping, painting) over the Christmas break. They are going to really "fine tune" things.

- b. **Catholic United Financial Raffle.** Discussion was had as to when we will be selling these raffle tickets. After the auction or kicking it off at the auction and then 10 days after that? More to come after Christmas break.
- c. **Board Meeting Dates.** The next board meetings will be on December 10<sup>th</sup> at 6:30 p.m. and January 20<sup>th</sup> at 6:30 p.m.
- d. **Donations.** There was discussion that if an anonymous donor came forward, could they designate or “earmark” where that money goes to? For example, teachers’ salaries, technology, books, etc. The answer is yes.

**F. Principal Report**

- a. **Pre-school update.** There are only 5 kids registered with only one of them going all 5 days. Not enough to make the numbers work for a teacher salary and supplies. Will see if more kids come forward otherwise may have to postpone this until the fall. In checking with offering full day preschool, the application process takes 6-9 months. Joe is working on that now.
- b. **Salary Presentation.** Joe recently went to a meeting about the health care benefits changing for Catholic schools. Some of the current staff won’t qualify. People like the lunch ladies and secretary won’t qualify and that will be a problem. Discussion was had about whether we had to participate in the Preferred One Diocesan Plan? Can we opt out of offering health insurance and offer more of a salary instead? Lots of questions and answers Father and Joe were going to look further into. Joe presented a sheet of nearby Catholic schools and compared us to them in terms of enrollment, tuition, starting teacher salary, etc. We fell around the middle out of 27 for tuition cost, towards the top in terms of starting salary (meaning we don’t pay much compared to the others) and our enrollment is not much compared to others either. The goal of St. Mary’s years ago was to be able to offer 80% of a public school salary for paying a first year teacher. We aren’t there or even close. Ways to generate money at the school in order to pay more salaries include getting the enrichment courses up and running, along with a preschool program. Other things that will help is the after school program and possibly allocating all or a majority of the playhouse money to the salaries. Board members are asked to brainstorm other solutions.
- c. **New web-based programs.** These programs include Teacher Ease of which we are able to try out for free now. Price to purchase is \$1029.60/year. What it is/does is allows teachers to post grades, report cards, attendance and many other things on there. The staff can also post on there tuition and lunch money balances and so much more. The teachers love it and it saves a lot of time on their part. There are also programs called “Going Google” where we start discarding the desktops as they go bad and replace with Chrome books as they are the way of the future. By doing this, there is the possibility to do away with textbooks as all the information needed will be on a chrome book. “Authorize.net” is like PayPal but cheaper. It will allow parents to pay with credit cards.

- d. **After school enrichment classes.** They will be starting after the holiday season. There will be a drawing class taught by Michael Eble, and two plays put on by Joe. Possible Folk Song/Dance as well.
  
- G. **Father Todd's Report.**
  - a. Father mentioned that on December 6<sup>th</sup> at 2 p.m. there will be a presentation at the parish on immigration at Riverview Dairy. On December 13<sup>th</sup>, there will be a celebration on the Lady of Guadalupe with a potluck to follow. He encouraged all to attend.
  
- H. **Committee Reports:** Education fund will meet on February 3, 2015. Otherwise nothing new to report.
  - a. Recruitment/Public Relations: Pilar and Jessica
  - b. Long Range/Priority Planning: Matt and Joann
  - c. Education Fund: Joe and Father Todd
  - d. Technology: Matt and Joann
  - e. Repair/Maintenance: Jeff and Ryan
  - f. Fundraising: Pilar and Jessica
  - g. Finance: Chad, Ryan and Jeff
  
- I. **Teacher Reports.** Amber Hentges represented the teachers and talked about the success of the Science and Stations they had today for 4<sup>th</sup>-6<sup>th</sup> graders. UMM students came today to help out. With regards to the salaries, she urged the board to keep the discussion and ideas going with ways to increase their pay and come up with some sort of pay scale increase.
  
- J. Meeting was adjourned at around 9:00 p.m. Motion by Jessica and seconded by Matt.
  
- K. Closing prayer given by Father.