



*Minutes*

- A. The St. Mary's Advisory Board met October 21, 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, Ryan Sleiter, JoAnn Kram, Matt Lhotka, Jeff Boyle, Barb Spaulding and Pilar Eble.
- C. Recommended actions
  - a. Review the agenda. Joe requested to add "Halloween" under Principal Report, and Pilar requested to add "Lice" under Principal Report.
  - b. Review the minutes. Approval of minutes postponed until later date as we didn't have a copy to review at the meeting.
  - c. Finance Reports. Nothing new to go over. Joe needs to mention to parents that we will not be doing the marathon or cash calendar as forms of fundraising for the 2014-2015 school year. Reasons being we did a color run that included the community for the alumni event, and we are hoping parents get more involved in gathering donations and selling tickets for the dinner/silent auction vs. doing two big fundraisers back to back. We will be adding the Catholic United Financial raffle ticket fundraising this year and that needs to be brought to parent's attention. It is pure profit for the school.
- D. Unfinished Business.
  - a. 100 Year Celebration. Went well and all events were enjoyed. Pilar did bring up the point of what will be done with the alumni information now that we have it? It was suggested that a spreadsheet be created and updated so that mailings/e-mails/newsletters can be sent out to the alumni. We want to make sure they are invited to the dinner/auction event, along with keeping them up to date as to what is going on at the school. It was suggested that maybe an enrichment class for journalism/photography be started and the students can put together this information. Discussion was had to include the community for the marathons going forward vs. excluding it to St. Mary's families only. We can improve it each year and make this a big fundraiser for us. As to whether money was made or lost, it was determined either a small amount of money was made or it was a wash. There are still some bills to pay/money to be collected. All in all though, it was a success.
  - b. Roof/School repairs. Joe created a spreadsheet as to where we are at financially with the repairs, what's been paid out, etc. Joe is working with Service Master about making sure repairs are made properly and we are being charged correctly. There are things Joe is finding that we shouldn't have to pay for and he is confronting those contractors.
- E. New Business.
  - a. School calendar updates. There have been no issues with the "No 2 hour late starts." People seem to like it. We are having school on November 3<sup>rd</sup> to make up for a lost day at the start of the school year. There was discussion that when there will be no bussing, to make that very clear on the Google calendar. It was also requested that the phone number that shows on caller ID for instant school alerts be something different than the school's number. It confuses parents as to whether there is an emergency or something wrong with their child vs. and instant alert. Joe will change the number. Parent conferences will be on November 6<sup>th</sup>.
  - b. Physical Education. Pilar wanted to clarify to the board what and why she had parents sit in on PE classes last spring. She explained there was discussion about St. Mary's kids misbehaving and parents concerned about their kids missing out on PE time due to the bussing. After observation, communication with the St. Mary's administration, and the public school PE teachers, all confusion was taken care of and a better set up implemented. Joe will keep open communication with the PE teachers and administration to make sure all is going smoothly. To

re-cap, our students are behaving on the bus and while they are at the public school, and our students are getting the same amount of PE time as the public school kids.

- c. Update on school reconstruction. Joe met with several people from the insurance company and Service Master. Joe made it clear that there are things wrong with the building in terms of the quality of work and unfinished projects. Joe walked the property and pointed these things out. It was determined that these issues will get taken care of before people are paid. The goal is to wrap this up by winter break.
- d. Preschool nights. We are in need of someone to be in charge of these. Matt thought he knew there would be someone interested and was going to check on this.
- e. Swim lessons. There was concern about the class sizes of the swim classes. These concerns were brought to the attention of the RFC staff and adjustments were made. It was suggested to Joe to make sure communication is there with the staff to ensure things are going smoothly.
- f. Lice was added to New Business. There was a question as to whether parents will be notified when someone in the school has lice. Joe stated what he will do is remind parents from time to time about lice, but he will not state who or what grade has it when it happens. Reminders will be sent out.

F. Principal Report

- a. Pre-School update/discussion. Joe is working on a “St. Mary’s Begin Program” to begin in January and wrap up in May. It will be offered 5 days a week from 8:30 a.m. – noon. Parents can also choose 2 or 3 days a week vs. 5. We will need to hire one staff member, for ages 4 and 5, and hoping to get 10 kids in the program. A motion was made by Chad and seconded by Pilar to move forward with the program. There are some more details to work through like cost to charge per student, but the board wanted Joe to continue to move forward.
- b. Update on school reconstruction. Already discussed earlier in the meeting.
- c. After-School Program. We are making money on this, a lot of positive feedback and parents enjoying the option/flexibility of the program. Joe is concerned another person may be needed to help out with this program. He is currently looking.
- d. Halloween. Joe asked the board to allow students to wear Halloween costumes from 2 p.m. on. He would like to have a parade as well. There will be costume restrictions. After discussion, the board agreed on doing this.

G. Father Todd’s Report.

- a. Father is having brunch with the Bishop tomorrow for Catholic education. There will be Mass on October 31<sup>st</sup> starting at 5 p.m. The Bishop will be here on November 15<sup>th</sup> and there will be an 11:30 a.m. Mass. A diocesan pastoral council meeting will follow that.

H. Committee Reports: 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. Barb Spaulding brought up two issues the board needs to think about and address in the upcoming months/year. 1) There needs to be a salary increase schedule. There hasn’t been one for years and teachers have been given very little increases, if any, over the years. Pay for teachers is around \$22,000-\$30,000. That goes for teachers that are new the job to have taught for 30+ years. 2) The starting salary needs to be somewhat competitive to that of the public school or will be new teachers or it will be hard to attract and retain new teachers. We will be looking at some openings in the upcoming years due to retirement, and it’s something that seriously needs to be addressed. There was some discussion about what to do, how to come up with additional money to pay teachers, etc. Due to time, Joe was going to research what other Catholic schools were paying teachers, how they

were getting the money, what they were doing for fundraising, tuition, etc. More discussion will be had as this is something the board agreed needs to be addressed.

- J. Meeting was adjourned at around 9:00 p.m. Motion by Jessica and seconded by Matt.
- K. Closing prayer given by Father.