

## **Holy Rosary School Commission Minutes**

Thursday, November 6, 2014

6:00 p.m.

### Attendance

Members attending: Fr. John Madigan, George Hofbauer, Mary Simpson, Terry Burns, Tracy Honner, Cindy Wingo, Brett Conway, Marithere Thomas, Pat Galvin, Mike Curran, Kamila Kennedy, Mark Golubiec, Chris Henggeler, Ken Tews, Mike Hooks, Christy Tobin-Presser, Amy Huber, Blair Carter.

In addition, three non-Commission members attended this open meeting.

### Approval of October Minutes

The October Minutes were approved.

### Thank You

The Commission expressed its gratitude for the work of the Westfest Planning Committee and the Italian Dinner Team.

### Presentation by Kimberly Tish

Kimberly Tish provided handout relating to including current enrollment figures as compared to the last couple of years. Kimberly discussed the reasons for current withdrawals as well as activity relating to prospective students. Kimberly also discussed the enrollment in other private schools in the surrounding area. While private schools are struggling, public school enrollment is up, as is the West Seattle population. The trend is likely due to economic reasons. Issues relating to the nearby STEM school, as well as the potential impact of the newly legislated mandatory preschool in public schools were discussed.

The Commission discussed the impact of the Parish enrollment on School enrollment given that Holy Rosary students continue to be primarily in-parish. While registration in the Parish remains static, it is Father John's sense that attendance has declined. Baptisms have also declined. Because existing families are the best marketers, it is critical that parents are passing on a positive message relating to Holy Rosary to their neighbors, friends and colleagues. Parents can invite them to Westfest, productions presented by the drama program and other events.

The new website will be a good source of obtaining data regarding families that have expressed an interest so that the School can reach out to these families and invite them to events. The Commission discussed that information relating to the numerous and desirable extra-curricular programs offered by Holy Rosary should be featured prominently on the new website. Kimberly discussed the parent

ambassador program in which parents would participate in guiding tours to prospective students.

The Commission discussed the importance of retention of existing families through reinforcing the values that students are gaining from Holy Rosary and surveying families to see what else the school can be providing.

Kimberly presented the new registration timeline applicable to current HRS families and the timeline applicable to new students. The earlier timeline will allow for a better idea of enrollment that can be communicated to interested families. It would be optimal to have an early determination as to next year's tuition so that this could be disclosed for dissemination to interested families.

### Pastor's Report

Father John discussed strengthening the School-Parish connection and as part of the discussion, asked the Commission the following questions: What is the place of the Church and/or the priest in family life? Various Commission members offered thoughts including: a) the benefit of the new Walking with Purpose program offered by the Parish in strengthening relationship with Jesus; b) the importance of being part of a community; c) whether the small dinners including Father John at parishioners homes' were positive in building community; d) the importance of involving our children in stewardship activities in connection with the Parish and e) the positive impact of the School Faith Families. The Commission discussed that it could reach out more to the Parish Pastoral Council and Commission President Mike Hooks offered to open that line of communication.

### Mission Statement

The Commission passed a motion to adopt the proposed Mission Statement as follows:

The mission of Holy Rosary School is to help each child discover and fully develop their God-given talents. As a Catholic School community, we strive for excellence in our students' spiritual, academic, physical, mental, aesthetic and social-emotional growth. It is our intention that those who attend this institution mature into active citizens leading a committed faith life and reaching out to help others locally, nationally, and internationally with their wisdom, time, talent, and financial resources.

### Principal's Report

Start of 2015 School Year. The 2015 school year will commence about the same date as this year but it will be a week before Labor Day because Labor Day is a week later. The suggestion was made that the meet and greet could be more fruitful and/or that useful information should otherwise be provided to incoming

Kindergarten parents as there is no longer a Kindergarten Tea at which that information was historically provided.

Proposed Tuition and Multi-Year Salary Scale. Principal Hofbauer provided the Commission with handouts with respect to the proposed tuition increase and proposed multi-year salary scale which the Commission discussed at length. The goal is for the delta between tuition paid and the costs for staff to be reduced over time. Enrollment will have an impact on the ultimate accuracy of the projections. The Commission voted in favor of the proposed multi-year salary scale. It is the Commission's intention to hold true to the following basic salary schedule. While financial realities may ultimately force adjustments, these numbers will be used for planning purposes.

Subsidy. Father John will report the Parish position on the subsidy to be provided to the School in December. George estimates that it is approximately 15% of Parish ordinary income this year and the School is anticipating keeping that constant.

Multi-Year Registration Fee. After discussion, the Commission approved the following registration fees:

2015-16	\$275
2016-17	\$275
2017-18	\$300
2018-19	\$300
2019-20	\$325

### Annual Endowment Funds

The Commission tabled the issue of whether Annual Endowment Funds should be directed to financial aid.

### Development Update

Development Director Kamila Kennedy reported on the status of the Annual Fund and the Centennial Campaign. The Annual Fund has received approximately \$153,000 in pledges toward its \$200,000 goal. The Centennial Campaign has received good momentum from the brochure and has also received a generous anonymous donation. A copy of the Annual Report was handed out and has been mailed. Mike Hooks reported that there are a number of outstanding grants from which the School hopes to receive funds.

### Financial Report

Commission Finance Committee Chair, Mark Golubiec, and Mary Simpson provided information relating to the shortfall between budgeted and actual income and expenses. Decisions will need to be made to address the shortfall.

### Security Issues

Final bids are being collected with respect to the security cameras and one bid will be selected and forwarded to Father John with a recommendation. Cindy Wingo is setting up a schedule for parent playground monitoring.

### Commission Meetings With Faculty

Brett Conway and Blair Carter offered to compile comments and an executive summary of the Commission/Staff meetings with a goal of a report by the end of December. The survey for which a few staff members opted will go out next week.

### Website

Work on the new website is proceeding ahead of schedule.

The meeting adjourned.