

Holy Rosary School Commission Minutes
Thursday, October 1, 2015
6:00pm

Attendance:

Members attending: Fr. Oakland, George Hofbauer, Mike Curran, Brett Conway, Christy Tobin-Presser, Chris Henggeler, Ken Tews, Brett Conway, Kamila Kennedy, Kimberly Tish, Brendan Kolding, Sarah Katsandres, Mark Golubiec, Pat Galvin, Allison Morton, Andrea Geraghty, Kevin McMahan

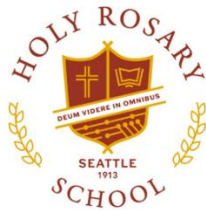
Father led Opening prayer.

Approval of September Meeting Minutes:

- Recognitions=> thank you letters passed around to the volunteers who coordinated the:
 - Teen dance: group who put it together raised \$2600, the most from any prior teen dance.
 - over 300 students attended
 - West fest Leadership

Pastor Report:

- visiting classrooms => continue next month
- Our Lady of the Rosary celebration this month, to celebrate the gift of the rosary. Something to think about; how can we celebrate this in our homes? How can we take advantage of this gift?
- Principal search: Karen Tarabochia, from the archdiocese, gave Father some suggested timelines.
 - February as an interview start time.
 - Best time to post is in December.
 - Next couple of weeks, hiring committee be formed. 6-7 of us will be representative of the community, but not of teachers b/c you can't hire the boss.
 - January: who we are, where are we going
 - February: if we have a good group of applicants, then have your interviews=> to start the discernment process
 - then we bring in the top couple of folks to the school to get to know them and vice versa.
 - Synthesis of teacher comments have been given to Fr. Oakland on the current principal
 - Christy: will the candidates speak in front of the parents? Fr. O: not necessarily..depends. Hiring committee will be making decisions regarding the principal.
 - Brett: hiring committee that Fr. O forms may have some or none of us.
 - Fr. Oakland will be reaching out to the parish and school individuals to form the committee
- PAA: Mary Simpson's replacement are being interviewed tomorrow.



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FACTS Presentation:

Robin Riley, representative for FACTS (and former principal) gave presentation

- Nelnet is umbrella company (associated with college/student loans for the govt), largest processor of student loans in country
- FACTS services over 7600+ schools.
- process \$6.9B in tuition
- 97% collection success and retention
- >40% of the Catholic school of the Archdiocese use FACTS
- new system would allow the parents to go in and see their donations/tuitions. Current system does not.
- single sign on with PowerSchool, which is already established at HRS
- [fb.com/FACTSmgmt](https://www.facebook.com/FACTSmgmt)
- Provides family:
 - payment plan
 - payment methods
 - payment dates
 - type of charge or credit
 - Remittance schedule, 4 day float on the money.
- Parent benefits
 - mobile access
 - 24/7 access
 - real time
- School Benefits:
 - single system
 - financial intelligence
 - real-time analytics
 - comprehensive solution
 - delinquency management
 - flexibility
 - paperless potential
- FACTS will be separate system from the church.
- Incidental fee billing:
 - single platform
 - flexible due dates
 - optional grace periods
 - presentment options
- Questions from SC:
 - Data migration from current system? Not really answered.
 - If payment was due yesterday, you can log on and see who missed the moment it is missed
 - Delinquency management: our goal is to be proactive=> 48 hours prior to the payment date, the customer can change the withdrawal account
 - 2 ways you can change your payment=> 1) call the school or 2) if the school has given you permission, FACTS can change the dates with the parents=>this gives Rufina/school flexibility to alter it



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- Where does the high collection rate comes from?
 1. third party
 2. set up automatic payment
 3. reattempts and letting people know that payments are about to made
 4. delinquency is last ditch effort
- What is the current process?
 - Rufina and George pick up the phone
- provides link to Fulcrum =>access to other different types of financial aid are also accessible
- record of everything, by student, by charge, and where it goes
- What about families that are not on line? Rufina has a handful that are not on line and she helps them
- eForms:
 - tuition contract can be online with Facts
 - field trips, athletics band, or other school activities
 - customize eForms
 - currently Rufina's system does not talk to our Powerschool. Now, Rufina and Kim will have the same info.
 - if a family changes its address, it will be changed on Powerschool and the parents have to update it in FACTS.
- Mark says it would be helpful to see where we are in tuition, base fees, band fees, etc.
- Costs?
 - Price increase:
 - 1-\$20, 2 payments \$25, \$46 (3-12 payments), most schools are rolling the fees in to registration
 - people applying for financial aid-\$24
 - if they make less than \$100k, then Fulcrum would absorb the cost
 - Other Fees:
 - NSF-\$30
 - Late Fee - \$0
 - Follow-up/delinquency prevention; \$0
 - Credit card: 2.75%
- Liability: \$250k FDIC per family
- Only company that doesn't outsource
- Data centers (Omaha, South Dakota)
- Chris H. questions:
 - PCI compliant Level 1
 - Data centers hosted?
 - SAC audits
 - Red flag ready
 - Has FACTS ever been breached? Yes, 2 years ago. But schools did not have anything compromised.
 - What is the uptime/down time
 - Technical support



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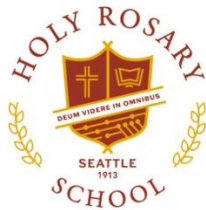
- Chris H. called on 9/9/15, took 18 minutes to get someone on the phone.
- Chris H. called on 10/1/15: took 1 minute to get through support
 - Is HRS data segregated or does it sit on a server with other data?
 - If a parent brings a check to the school, what is the process???
 - How long for data migration? 2 weeks- 4 weeks/operations tell us a month
 - How does it work for grandparents or outside family members' donations? Do they set up their own accounts?
 - merchant services...not included, tree lot, magazine sales
- SC agreed that prior to any decision being made re: entering service contract with FACTS, that concerns and issues brought up by Chris H. should be answered and addressed.
- Chris H. agreed to submit questions to Brett who would then submit to FACTS representative
 - Chris H. does not like that they don't own the data servers and that our data sits on the same servers as others.
 - Strongly recommends that FACTS provide a letter of indemnification

Principal Report:

- 7:20pm-passed out a letter assigning school commission members to meet with staff about survey questions
- Observations of the teachers were passed out: George H. was so impressed with all of the STEM activity
- Budget discussion
 - the estate for Aid is going away next year and we will be ~\$130k in the red
 - Annual Fund: we need the PAA. We said we raised \$200k, but actually it is going to show as an annual report as \$178k because of the way the \$\$ was applied to liability
 - this group has to take ownership of these issues=>Mary Moan
 - Budget column is very exact
- Brett wants to know what George wants us to know about this.
 - overall salary numbers=> confident
 - tuition numbers=> he only knows what he has been given across the street.
 - orange highlighted numbers are in question or there are issues
 - with the enrollment drop and the tuition decrease, this budget is close to balance but only because the estate is providing extra funds until next year
 - 20 kids down from what we budgeted (\$120k down in tuition)
 - the estate funds are going to be \$60k-70k next year. Once the estate funds go away, we have to make cuts unless some other funding is provided
 - George wants the group to have the budget more in our head

Kimberly Tish Report:

- discussed presentation to preschools by current HRS families to get the word out about HRS
- Deyette provides flyers to all parish families whose children receive HR baptisms, family data is entered into PDS (church data base)



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- Deyette can pull all the data from the PDS, families with kids from 2-10!!! Great idea
- Announce HRS in parish bulletin,

Open Discussion:

- A few items are not being given credit for fundraising hours (chairs of dances):
 - pizza lunches
 - grandparents lunch is now a fundraiser
- Christy T. => Christy is going to start making decisions about what is going to count and what isn't
- Christy T. is going to change some of the language describing the fundraising hours.

Communications Committee:

- Brenden K. and Sarah K. invited Lisa Fernandez who was involved with Lakeside and Forest Ridge. She is going to help with creating a HR brand.
- CC met with the teachers, 8th grade parents, alumni, she is going to boil it down and create a tag line
- Articulate HR brand and develop a tag line and an elevator pitch.
- Social media: Brenden has been putting a lot of energy behind. How to have a consistent voice? Can you pay a person to just perform social media posts
- At a glance: Kamila started a piece, Sarah is going to take that to finish and complete.
- Tap into the room parents
- CC sent a survey to the teachers to list top 3 great teaching moments, west fest, tree lot, thanksgiving
- Twitter: figuring out how to leverage
- Mary Moan is doing an analysis of what HRS is doing better than others
- Can we have more of a presence on SW Genessee? Perhaps Banners or signage
- CC is not responsible for internal communication (from school to parent)
- proposed Ambassador Program for social media

Open Discussion:

- working towards making a recommendation for faculty to bring test results to SC
- Andrea G.: raised question about whether HRS has a Substance Abuse Prevention program in place:
 - state has a needs assessment that is given to 6-8th grade.
- Proposed resolution by Brett C.: Requesting faculty to prepare a short report to the SC documenting test results and a narrative that can go public with those results. All in favor.
 - the idea is to foster better communication/relationship between teachers and SC.
 - makes them half to focus on the weak areas, to explain and action plans.
 - Resolution approved.
- 2 scholarship opportunities for kids.
 1. VFW
 2. American Legion (4,5,6th graders)



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Meeting adjourned.