

## **Holy Rosary School Commission Minutes**

Thursday, October 2, 2014

6:00 p.m.

### Attendance

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

### Approval of September Minutes

The Commission discussed a change to the previously circulated draft September meeting minutes with respect to use of funds from the school endowment. With the change, the minutes were duly approved.

### Pastor's Report

Father John suggested that in preparing to lead prayer at Commission meetings, each member reflect upon a favorite scripture passage to share.

Father John emphasized that there is much happening right now with respect to Faith Formation. Many students are preparing for first sacraments through school and as part of Children's Liturgy of the Word ("CLOW"). Childcare is now being offered at two masses rather than one.

### Development Update

Kamila Kennedy, School Development Director, presented the new school logo which has been finalized after soliciting feedback. The plan is to roll out the new logo at the next Parent's Club meeting. The new website is scheduled to launch in December or January, possibly earlier. The magazine sale has not yet reached its stated goal but has met the income line item in the budget. The Centennial Fund brochure has proved successful. To date, \$370,000 has been pledged.

### Principal's Report

Mission Statement. Principal George Hofbauer presented the proposed new School Mission Statement.

Technology. George provided and the Committee discussed a handout reflecting the technology that the school will be purchasing and the revenue sources anticipated to fund the purchases.

Strategic Plan. George anticipates that the Commission will discuss the School registration fee at the November meeting and that Father John will address issues relating to the Parish subsidy at the December meeting.

Security. George updated the Commission on the status of current efforts relating to playground security in light of the recent indecent exposure incident. Tarps are currently being utilized and the police have been consulted as to suggested safety measures. Bids have been solicited with respect to security cameras which have been and/or will be forwarded to the Facility and Maintenance Committee (“Famcom”), the Safety Committee and the School Commission. The grandparent of a student that owns a sign company will be donating signage stating that the grounds are subject to 24-hour camera surveillance. There will be a meeting of the Safety Committee, Famcom and Commission members on Tuesday, October 7, 2014.

### Technology

Chris Hengeler led a discussion with respect to the following motion which was duly passed by the Commission: To aid in the budgeting process the Holy Rosary School Commission Technology subcommittee will conduct a formal Request for Information (RFI) pertaining to maintaining/improving Holy Rosary Technology infrastructure. The RFI will go out to a minimum of three vendors. The RFI is not a commitment or contract to purchase. Responses will be reviewed by the Technology subcommittee and presented to the Holy Rosary administration and School Commission.

### Principal Search/Meetings with Staff Members.

The Commission discussed whether face to face meetings with staff members seeking their input as to the principal search are preferable to an anonymous online survey. It was determined that School Commission President Mike Hooks would ask the staff their preference and report back.

### Open Meeting

November’s meeting will be an open meeting.

### Finance Committee Report

Commission Finance Committee Chair, Mark Golubiec reported that the Parish Finance Council expressed reluctance to commit to authorizing the School to retain any budget surplus it realizes. The school commission had previously recommended that any surplus funds be added to the Centennial Fund. Given the Parish Finance Committee’s recommendation that any such funds be returned to the Parish, the decision will be made by Fr. John.

Review of Financial Information

The Commission requested that it receive the YTD budget vs. actual financial results prior to each meeting for review prior to and discussion at the meeting.

The meeting adjourned.