

## **School Commission (SC) Meeting**

**11/8/18**

**6:00 PM**

*Present:* Anna Horton, Alison Morton, Amanda Roberts, Barb Spiering, Ben Gauyan, Beth Martin, Brendan Kolding, Dino Annest, Elena Gruner, Jackie Bryan, Kamila Kennedy, Libby Pickthorn, Mary Ann Fessler, Father Oakland, Sarah Katsandres, Molly Ward, Sara Katsandres, Tara Martin, and Ted Krembs

*Absent:* Ann Baker, Julie Leonardo, Karin Hansen, Jennifer Kokkonis, and Martina Phelps

### **Opening Prayer**

Father Oakland led the School Commission in the opening prayer.

### **Approval of Minutes**

The October minutes were deemed approved.

### **Pastor's Report**

Father Oakland provided an update to the SC on the 'Called to Serve as Christ' campaign. To date, we have received pledges of \$798k across 132 families. We are at 57% of our Archdiocese goal and at 40% of our parish goal. 33 out of 347 school families have pledged. There are 1,054 families/individuals who gave to the parish in 2017 – weekly, monthly, or annually (Christmas, Easter, wedding, baptism, etc.). During the annual Catholic appeal, we have about 450 families that pledge. Commitment weekend is at mass on 11/17 and 11/18. Father Oakland and Principal Horton are working together to send a message to school families that have not yet pledged to the campaign.

Holy Rosary hosted a listening session on clergy sexual abuse. We were requested by the Bishop to gather feedback before US Bishops meet. What can be done here at HRS; be mindful of why we have a safe environment program to protect our children. Programs are in place for a reason.

### **Principal's Report**

Principal Horton informed the SC that she is working to have the final plan in place by end of November, but no later than early January for the replacement of the Big Toy. The estimate is coming in at about \$300k. Plans include having a porous surface and playground turf. The product has about a 15-year lifespan. Principal Horton is working to understand if can execute the full plan based on the money that has been pledged as part of the capital campaign. She doesn't want to borrow too much from the reserves to fund the project without knowing how much money will be coming in through the campaign. As of today, we need about another \$100k in funding. The Fam Com team is working with school/parish families that are general contractors to see where we can get reduced pricing. The design for the Big Toy has been sent out in the weekly EFC.

Mrs. Bourne, our new counsellor started last week. She is here on Tuesdays and Thursdays. Kimberly Tish's last day is 11/9/18. Kristin Bentler is now the Office Administrator and Karla Lawson is our new Office Assistant.

### **Development Report**

Beth Martin provided an update on school development efforts. The magazine drive netted \$70k with 93% participation. The annual fund has collected \$32k. Beth is waiting for the 'Call to Serve as Christ' campaign to end before she begins promoting participations of the annual fund. Beth will also have outreach again in April, after the auction to garner participation. The annual tree lot opens the day after Thanksgiving. This year prices will go up for trees as costs have gone up. Coupons to purchase trees at the lot will be sent home with students. The alumni committee also decided to send coupons to our alumni.

Planning for grandparents' lunch is kicking off. The request for addresses will begin shortly. Planning for the auction is also kicking off. Information packets will be sent home shortly. Families will need to make their \$175 donation to the auction by 12/21. Families will be charged \$250 via Facts by 12/31 if they do not make their donation.

Packets of all upcoming events is going being sent home in the next few weeks.

### **Enrollment/Marketing Report**

Principal Horton reported to the SC on behalf of Jennifer Kokkonis. She reported that 100 children attended the preschool trick-or-treat event. A majority of the children had not been to HRS before. There were over 30 families that came to the Open House, a majority were for kindergarten. There were 5 applications submitted the same day as the Open House. Next year, there will be a large amount of Kindergarteners (12) that have older siblings. As of now, Preschool (all classes), K, 1, 5, 6 are all full. We do make exceptions for unique circumstances when classes are full. We have a space or two in the 3rd and 4th grades, space in Junior High and a lot of space in 2<sup>nd</sup> grade. We are working on increasing enrollment in 2<sup>nd</sup> grade. On 11/15 Priority application ends and we will then open up to general public. HRS participated at the Harvest festival. There was a lot of interest at the booth.

### **Financial Report**

Tara Martin delivered the Financial report. Actuals vs. budget are doing better than planned with a projected surplus of \$360k, an increase of \$144k. The magazine drive was \$20k better than budgeted and we just received \$9k from last year's auction company matching. We currently have \$633k in the general reserve, \$219k in the Kolitsch scholarship fund, \$81k Mansfield Fund and \$461k in endowment is corpus and interest earnings. We have \$59k left to spend this year on projects between classroom carpets and outside lighting.

### **Parents' Club Report**

Brendan Kolding presented the Parent's Club report. The Parents' Club meeting on 10/17 was well attended. The next meeting is in January. Deacon Eric Page will be the guest speaker. We completed two fundraising events - Mother/Son Glow Bowl and the Italian dinner. On 10/21, 7<sup>th</sup>

grade hosted coffee and donuts after mass. On 10/31, room parents hosted classroom Halloween parties. Parents' Club will be caring for the teachers during Parent/Teacher conference week.

### **Committee Updates**

Each SC committee reported on their work to date including the goals that were outlined for each committee.

- Alumni Committee – Has flushed out the outreach program to engage alumni and how to develop and maintain a database.
- Catholic Identity – Goal is to enrich families with Catholic teachings and information and increase all School masses on weekend. Would like to have classes adopt 1 organization to support throughout the year to learn, understand and visit. Teach service by learning through the child and not the parent and start volunteer hours younger to build the concept of service and sponsor joint service project with local churches
- Fundraising – Reported on created goals. Focus will be to complete a cost benefit analysis of all fundraiser events and make recommendations. Develop the parent-led Scrips program to increase school funding, support grant sub-committee, support development for the annual fund to receive 100% participation rate, meet 1:1 with new families to encourage participation in events/committees.
- Marketing, Communication, Governance – We are encouraging diversified learners. We will encourage professional development on how to work with diverse populations.
- Finance – Goal is to have transparency of financials with focus on ensuring staff is paid according to market value, maintain long term reserves and balance tuition, fees and salaries. Create budget and tuition recommendation

### **Open Discussion**

Principal Horton proposed a motion to the SC. Employees that work part-time (under 15 hours a week) and have children at the school, do not need to complete volunteer hours. While employees are categorized as part-time, many are working more than 15 hours. Full time employees are already exempt. This motion was reviewed and approved by the SC.

### **Closing Prayer**

Libby led the School Commission in the closing prayer.

The meeting was adjourned.