

School Commission (SC) Meeting
January 9, 2020
6:00 PM

Present: Karin Hansen, Barbara Spiering, Anna Horton, Mary Ann Fessler, Fr. Oakland, Karl Mowat, Sara Volta, Tara Martin, Alison Morton, Beth Martin, Ben Gauyan, Jackie Bryan, Dino Annest, Rebecca Lawrence, Michele Zinski

Absent: Martina Phelps, Elena Gruner, Molly Ward Jason Kadushin, Jennifer Kokkonis, Jennifer Wong

Opening Prayer

Father Oakland led the School Commission in the opening prayer.

Approval of Minutes

The December minutes will be submitted for approval next month.

Pastor's Report

This weekend is the Feast of the Baptism of the Lord, celebrating the beginning of his ministry. This is a reminder to celebrate our baptism and our children's baptisms.

As the School Commission works on its strategic plan, there will also be work on the pastoral plan. The pastoral plan is our mission in church language. Work is currently in flight at the Arch Diocese.

We have a new summer Vacation Bible School program in the works – Totus Tuus. Registration will open next week, pay attention to the EFC for details.

Principal's Report

Happy January – The kids are starting to get back into their routine while the staff is living in this year and full on planning for next year. The cost to educate our children continues to go up and needs to be accounted for. New tuition letters will go out next week and provide the dollar amount for tuition changes as well as updates on the multi-child discount.

Re-enrollment opens 1/15 and closes 1/31. That gives us two weeks before mid-winter break. Full budget development will begin post mid-winter break, including making salary adjustments for staff and leading to a draft budget in April and full budget in May. *Intent to Return* letters for teachers went out Monday and are due back next Friday. We hope to have any open positions posted by mid-February.

Tuck pointing and a new roof on Lanigan gym are two projects that are being scoped and planned. Boiler repairs are being assessed for future work along with researching the cost of replacement doors.

Mid February is when the final repairs to concrete on the playground are scheduled. A deep freeze next week will be a good opportunity to assess the quality of the new concrete work.

The calendar for next year will be released in March. It is likely we will start pre-Labor Day because of how late Labor Day is this year (Sept. 8).

Seahawks Day tomorrow – Go Hawks!!

Enrollment/Marketing Report

Kindergarten is full and final numbers will be available at the March meeting. There is an Open House following mass Catholic Schools week.

Development Report

Tree Lot - Sold over 2000 trees, record sales! The West Seattle Nursery bought 30 trees at wholesale and then bought any trees we didn't sell on Sunday. They will be making a donation to the school. Sales are coming in at approximately \$140k gross. The tree bill alone was \$89k with a \$6k donation to be split by 3 charities. The means we are looking to clear \$40k.

The *Annual Fund* approaching \$9k with 102 families participating. A push for non-participating families will come after the auction. We will ask during reenrollment for families to sign up for the Annual Fund via FACTS.

Grandparent's Lunch is Jan 29th during Catholic Schools Week. Over 150 grandparents have RSVP'd. Kids will be able to eat with their grandparents again this year. There will be no bookfair since the Library will be used to host families.

March 14 is the *Auction*. \$90k has been received in items from families and businesses. Last year we were at \$124k but are expecting more from businesses. Only 10 families were billed by FACTS due to non-participation.

Parents' Club Report

Presented by Rebecca Lawrence - Next Parent's Club meeting will be 1/15. Principal Horton and School Counselor Borne will present on our performance-based incentive system program - Gator Gold, along with an overview of Selena's services and how to leverage her. This is in response to feedback from the survey.

The March 18 agenda will be Principal Horton presenting the *State of the School*. Tuition will be wrapped into that topic.

Father / Daughter Bowl is coming up in Spring, TBD on date.

Financial Report

No Financial Report this month.

Open Discussion

One of the Communication Committee's goals is to aid in enrollment and interest at Holy Rosary. An identified way to accomplish this is to increase parent reviews on social media. There are 4 sites specifically that could use some more parent reviews:

1. Facebook
2. Yelp
3. Greatschools.org
4. Nitche.com

If any families have time to fill out reviews at the sites above, it would be greatly appreciated.

Guideline and process on the Gator Aid program were reviewed with the intent of adding them to the School Commission page.

- Step 1 - Request or Referral Made
- Step 2 - Principal reviews request and grants aid.
- Step 3 – Prior to end of year, Principal notifies HR Bookkeeper of awards and necessary funds to transfer. A summary statement is provided to the School Commission.

Donations are made to the general Gator Aid fund and not to fund a specific incidental expense to simplify accounting procedures.

Discussion was held on recommended updates to the Holy Rosary School Commission Bylaws. An update electronic copy will be distributed by Principal Horton with the goal of approving the revised bylaws next month.

The updated student vaccination policy for Catholic Schools allows unvaccinated students to remain through end of the 19/20 school year. Seattle Public Schools deadline was 1/8/2020 to remain enrolled. HRS is considering moving to a system that will audit records as opposed to having the staff perform a manual audit. This is difficult to do without a school nurse.

Fundraising Committee update – Scrip has officially ended with some discussion on what could replace that fundraiser. Additional topics of discussion were procurement ideas for the auction and how to close the participation rate on the Annual Fund. A 100% participation rate helps with our grant applications.

Communication Committee update – Branding on the school website was refreshed a few years ago but there is a feeling that the website not user friendly. How do we make it more welcoming to perspective families? St. Paul has a website that directs new families to a dedicated area and creates a very welcoming feeling.

Closing Prayer

Jackie Bryan led the School Commission in the closing prayer. The meeting was adjourned at 7:45.