

**School Commission (SC) Meeting**  
**December 12, 2019**  
**6:00 PM**

*Present:* Karin Hansen, Barbara Spiering, Anna Horton, Mary Ann Fessler, Fr. Oakland, Karl Mowat, Jennifer Wong, Jason Kadushin, Tara Martin, Elena Gruner, Molly Ward, Alison Morton, Jennifer Kokkonis, Beth Martin, Jackie Bryan, Dino Annet, Ben Gauyan, Michele Zinski

*Absent:* Rebecca Lawrence, Sara Volta, Martina Phelps

**Opening Prayer**

Father Oakland led the School Commission in the opening prayer.

**Approval of Minutes**

The November minutes were deemed approved.

**Pastor's Report**

Today is the Feast of Our lady of Guadalupe, patron saint of the Americas. It is also a time to prepare for Jesus and the Advent celebration.

**Principal's Report**

The time of Advent is a time of waiting. With Thanksgiving so late, there are only 3 weeks between Thanksgiving and Christmas. We will have two programs next week to celebrate the holidays - Preschool and the full School. There will also be a service Mass next Friday to bless the items that the Children have collected to donate.

As teachers return in January, Intent to Return letters will be distributed.

**Development Report**

The Annual Report has gone home to all families.

Tree Lot – We have sold \$115k to date as compared to \$92K at this time last year. The last tree delivery will probably be tomorrow. There is a shortage of trees for sale this year in the community which is driving sales. We are trending to hit our budget forecast numbers.

Grandparents / special friends' lunch will be email first for contact, hard copy only if needed. We will use Website to RSVP with a goal of going paperless.

Votes are in and the Auction theme is Hawaiian. Family donations to the auction are due tomorrow. An email will go out to remind those who have not paid and then \$50 late fee on top of \$175 donation will be charged through FACTS. Donations have been slow two come in with 20% outstanding.

The Annual Fund launched through reenrollment again and is at \$82,700 so far this year. We budgeted \$100k. Based on the monthly donations commitment, we will be hitting our budget forecast for the Annual Fund.

### **Enrollment/Marketing Report**

Jennifer Kokkonis is reviewing Kindergarten applications right now and is expecting to have a full class next year. Notifications will be sent out before Christmas. The Preschool is expected to be mostly full.

Reenrollment happens in January. We are moving away from PowerSchool and moving to a new system call Alma. This provides a better UI / UX design and is recommended by the Archdioceses. As part of the reenrollment process, families will be asked to create their profiles in Alma. This will allow us to produce an accurate School Directory. We will then run Alma and PowerSchool concurrently for the remainder of the school year.

FACTS will remain as our tuition payment system.

### **Financial Report**

The Financial report will be reviewed in detail at the January School Commission meeting. Today's meeting is focused on Tuition recommendations.

Tuition recommendations are in support of the school's **long-term goals**, which look to set the stage for future years:

- Retain and Attract Teachers
- Fund long-term capital projects
- Ensure savings for emergency situations and operating expenses outside the norm
- Update student curriculum
- Stabilize the use of our endowment earnings
- Provide financial assistance

Several challenges were considered when evaluating tuition increases that support both our goals and budget:

- In next 5 years will see some of our Veteran teachers retire. We will need to ensure we can attract top talent and provide the consistency in staff which current families enjoy. Teach salaries are a key factor in achieving that. In addition to expected teacher retirement, we are also still trying to find a balance with the public school's salary acceleration after the McCleary Act increased public school teacher salaries so quickly.
- This year we lost 20 kids after registration and before school started. These are families that were willing to walk away from their deposits and most were leaving the West Seattle neighborhood. Are we seeing a trend where housing and city conditions push families to leave?

- The state has changed their vaccination policy to require all students to have MMR immunizations. The Seattle Archdiocese has followed suite and announced that children who attend Catholic schools administered by the Archdiocese of Seattle must be vaccinated and can no longer claim personal or religious opposition to vaccines. Medical exemption is the only exemption available. We will lose a small subset of families because of this change.
- As tuition increases, so do the asks for financial aid. The estimated need for financial aid next year is \$285k - \$300k.
- We will need an additional \$220k of income to cover salary increases (average 5%) and benefits cost increases (approximately 10%). This does not account for “depreciation” (forced saving for capital expenditures) that the Archdiocese has implemented.
- The way Holy Rosary applies the Multi-child discount instead of a Sibling discount compounds the gap between tuition income and the cost to educate a child.

Several recommendations were reviewed by the school commission with two primary recommendations:

- 1) Implement the annual increase to the starting tuition
- 2) Begin the process of stepping back the multi-child discount to reduce the compounding losses that it generates

Final tuition numbers will be determined by Principal Horton and Father Oakland and communicated out in January.

### **Parents’ Club Report**

The next Parent’s Club is scheduled for January 15 with a presentation by Principal Horton and Selena Borne. The presentation will focus on the Safe-Respectful-Responsible program and how to carry over to home.

### **Closing Prayer**

Elena Gruner led the School Commission in the closing prayer.

The meeting was adjourned at 8:00.