



ST. MONICA SCHOOL  
*"Learn, live and love through Jesus"*

## School Board Committee Meeting Minutes

**Date:** 12/18/2008

**Attendees:**  D. Christenson     C Finn  
 A. Phillips         B. Jablonowski  
 C. Hutt                 Fr. Jerry  
 T. Eck                  P. Mattix  
 S. Boettinger        M. Schram  
 P. Coleman         L. Nelson

**Excused:** Tom Eck, Pam Coleman, Lisa Nelson

**Guests:** Mary Anne Mullaney

Item	Discussion	Action/Follow-up Required
1. Call To Order and Opening Prayer	Bob Jablonowski/Arthur Phillips	
2. Approval of Minutes	Arthur Phillips	
3. Review of Agenda and Announcements	No changes or additions	
4. Pastor's Report	Fr. Jerry reported the Capital Campaign is in full swing and has had responses from roughly 300 families. The amount raised to date is behind projected collections. Preliminary indications are that the goal of \$1.5MM will be a difficult target. Parish Council and the Capital Campaign committee will be meeting to revisit how the proceeds will be utilized.	
5. Principal's Report	Maria Schram reported on a few items: <ul style="list-style-type: none"> <li>• St. Monica's was notified by Dominican High School that students who have taken our High Math curriculum will get credit for freshman math at their school automatically.</li> <li>• The Catholic Schools Dinner is to be held on January 29, 2009 with reservations due 1/15/09 at Marquette Alumini Hall.</li> <li>•</li> </ul>	
5. Teacher's Report	Miss Mullaney reported that teachers received and very much appreciated all the generous contributions by parents to the Teachers Gift Fund.  No other teacher reports were available.	

<p>6. Faculty Presentation</p>	<p>Linda Weckworth attended the meeting to discuss the Technology plan and the research being done on a new Server for the School and Parish. Three bids have been received on the server placing the cost around \$10,000. The hope is to get this installed prior to the end of the school year if possible. Linda entertained questions on the need for additional computers and portable computers. She indicated the school could employ additional portable computers and has investigated additional Active Boards for the class rooms. A replacement Active Board projector and mount needed to be ordered to replace a broken projector. This funding was added to the Priority List</p>	
<p>7. Development</p>	<p>Tom Mlada attended to discuss several items: 1) Two new students will be joining St. Monica's after Winter Break. A K5 student and a 7<sup>th</sup> grade student will be joining St. Monica. 2) Annual fund collections have been holding strong YTD. The Annual Fund party is scheduled for January this year when it has historically been held in the Fall. Additional contact software is being researched to assist the Development office to stay in contact with families whose children are baptized at St. Monica's.</p>	
<p>8. Parent Comments</p>	<p>None</p>	
<p>9. New Business</p>	<p>A School Board Calendar was distributed by Bob Jablonowski which detailed events for the next 6 months which must be accomplished (i.e. Parent Listening Session, Budget and Tuition Timelines, Discernment process).</p>	
<p>10. Old Business</p>	<p><u>Financial Aid Policy Review:</u> A draft of the Financial Aid policy was distributed for discussion among the School Board. Considerable work has been done to provide guidance to the Tuition Aid Committee. Discussion was had on several topics: How much should each recipient receive in Tuition Aid?, Should significant aid be provided for all 8 years of school?, How much should be set aside each year from the budget to address Tuition Aid?</p>	<p>Additional information on how the Tuition Aid Committee determines School and Parish Service attributes in making their decisions.</p>
<p>11. Subcommittee and Liaison Reports</p> <ul style="list-style-type: none"> <li>• Parish Council</li> <li>• Home/School &amp; Athletic Association</li> <li>• Technology</li> <li>• Development</li> <li>• Christian Formation</li> <li>• Education and Policy Advisory Committee</li> <li>• Finance Committee and Priority List</li> </ul>	<p><u>Finance Committee:</u> 1) Budget: Phil Mattix presented financials for the school for the 5 months ending November 30. At this juncture, the school continues to operate within its budget. 2) Priority List: The Priority List was presented which reported \$72,000 surplus. A motion was made to add the approve the following expenditures: Active Board Projector/Mount = \$2,914. Anti-Bullying T-Shirts for the children during Catholic Schools Week: \$2,200, and finally, Sports/Recess equipment: \$1,494.00. <u>A vote will be taken at the next SBC meeting to approve these items.</u></p> <p><u>Parish Council:</u></p>	<p>Additional analysis will need to be completed on Pension and Medical/Dental expenses to insure they are tracking to plan. In addition, tuition revenue is tracking at last year's level yet the school is enjoying much higher enrollment. After January tuition collections are received, additional analysis will need to be conducted on where the collections will end the year.</p>

	<p><u>Home and School</u>: 1) The auction #'s are being compiled. Estimated profit looks to be less than recent years. An auction discussion meeting will be planned for those who have ideas or want to discuss ways to improve the auction. Issues that will be discussed are why the #'s are down, difficulty in getting volunteers, and ways to get parish members more involved. 2) H&amp;S purchased costumes for the Advent Breakfast play for future use and other H&amp;S costume needs. 3) SCRIP continues to have a great year with \$10,000 tuition credits and \$7,900 H&amp;S credits so far. Scrip sales totaled \$331,000 as of December 5<sup>th</sup>.</p> <p><u>Christian Formation</u>: Disappointment was expressed among parishioners that only SMS students were highlighted during the Capital Campaign video. Discussion is being conducted to try to insure more parishioners are involved in volunteer events.</p> <p><u>Athletic Association</u>: A meeting was held 12/5/08 to discuss: 1) A goal to firm up the accounting of funds coming from gym rentals and booster club. Record keeping is also being instituted to determine what items have been purchased for the Athletic Assoc. and an estimation or schedule of items that will need to be purchased in upcoming years. Sara Cheney is assisting with this project. 2) Working on the uniform ordering process and the collection of uniforms after the season. 3) Making sure coaches have proper Virtus/Background checks. Discussion was had about having a coaches orientation.</p> <p><u>Education and Policy Advisory Committee</u>: Information was gathered on class sizes of area schools for the school administration research. No immediate action is being considered.</p>	
12. Adjournment	Arthur Phillips	

Minutes Recorded by: Phil Mattix  
Items for Weekly Reminder: