

St. Monica School Commission Meeting

April 05, 2017 6:30 p.m.

St. Monica School Library

In Attendance: Cara Acklin, Carrie Murphy, Eric Schommer, Gabe Bosslet, Hector Balladares, Jenny Milata, Jessica Larson, John Finke, Laura Skinner, Mandy Spitznagle, Mary Sanger, Michael Julius, Scovia Kiwanuka

- I. Welcome and Prayer
 - Welcome 6:32pm
 - Prayer led by Gabe

- II. Approval of Old Minutes
 - Motion to approve Feb. minutes made by Cara, seconded by John, minutes were approved.

- III. Old Business
 - A. SC visits- Gabe
 - Reached out to Nativity, Holy Spirit, and Our Lady of Lourdes for visits. Meeting cancellations/schedules prevented March visits.
 - St. Thomas Aquinas stated in the Fall would be best
 - Possibly re-schedule visits in Fall 2017

 - B. New SC members for 2017-2018
 - 11 people were recommended
 - Identified specific needs of commission
 - Narrowed to 6 people
 - Gabe, Hector, Laura, Mandy, and John to contact the specified individuals
 - Gabe to email sample questions / bio

- IV. New Items
 - A. Bylaws update and vote
 - Motion made by Jenny to approve new bylaws, seconded by Laura. All present were in favor, motion passed.

 - B. Aftercare Survey- Eric and Mandy
 - Survey link sent in newsletter, twitter, and Facebook 4/5/2017. Link will be sent to Remind Me on 4/7/2017
 - Results from survey at May meeting
 - Would like to develop a plan for aftercare from the key elements of the survey that is part of the overall school experience

V. Standing Items

A. Principal's Report- Eric

- 392 students budgeted for 2017-2018, 386 already registered
- Conducted several interviews with returning families
- Change how family handbook is presented to families, ex. Have ice cream social activities focus on specific items from handbook
- Amend/Remove specific procedures from handbook, ex. Have pick-up/drop-off procedures posted on website
- Gaby, Beth, Eric to amend majority of the family handbook. Specific SC tasks forthcoming
- Budget proposal submitted to finance committee
- Strategic Plan process for 2017-2021
 - Develop a minimalist plan based on the specific unmet benchmarks
 - Jenny recommended to have a cover letter and a summary of specific goals written for each unmet benchmarks
 - Identified 7 specific unmet benchmarks that fall under the four domains
 - Plan would have flexibility/revision options (6 month review process)
 - Jenny and Eric to present summary of the four domains with the specific unmet benchmarks at May meeting
 - Proposed deadline in August 2017

B. Finance- Jessica

- 2 meetings held in Feb. and March
- February meeting outcome
 - Church fiscal budget shortfall
 - Kevin/Eric to maintain lawn
 - Develop a plan for high budget replacement of items (Ed and Barb)
- March meeting outcome
 - Church renovation complete, Palm Sunday in church
 - 3% tuition increase approved
 - Subsidy remains the same
 - Several questions on enrollment number and variances from last year to this year
 - Conservative budget for 2017-2018
 - Recommendation to implement a technology fee of \$125 for students using I-pads (6th-7th grade), would allow for rotation I-pads
 - Suggestion was to assign an I-pad to each student and pay for it through-out the time of use and keep it at the end or school buy back option
 - Recommend in-house I-pad repair/replacement to families
- Suggestion to have a school finance sub-committee
- Eric to send April budget to SC members with specific line items for review

- Would like PTO to focus on raising funds for specific items that can't be budgeted

VI. New Business/ Agenda items

- New SC member selection
- SC executive committee selection
- Aftercare survey results
- Strategic planning
- School budget
- Teacher appreciation week May 1st-5th- Carrie to send email/ signups

VII. Teacher /Staff Appreciation

- Mr. / Mrs. Heimann- math pentathlon competitions
- Mrs. Christenberry, Mrs. McDaniel, Mrs. Exline for going above and beyond in trying to find Henry's hearing aid
- 2nd grader teachers for 1st communion preparation

VIII. Closing Prayer- Led by Eric, 8:00pm

Next meeting 5/3/2017 6:30pm in School Library