

**St Teresa Catholic School**  
**Parish Board of Education Agenda**  
**March 19, 2019**

- I. Call to Order and Routine Matters
  - a. Roll Call and opening prayer
  - b. Approval of Minutes February 2019--ACTION
  - c. Organization Reports (Perpetual Help, PTO, STAA, Men's Club)--INFO
    - i. PTO -
      1. Purchasing new desks with Auction money
      2. Removing Tiger Dollars fundraising - limit number of asks
        - a. Will still have them available around Christmas
      3. Cardinals Calendars fundraising will no longer occur
      4. Focus on Auction for fundraising
      5. Look into to a portion of scholarship for applying
      6. No current auction chairs lined up for 2020
      7. Looking to get engagement from room parents to attend PTO meetings
- II. Old Business
  - a. Nominating Committee - names mentioned
  - b. Budget Updates - tabled until April
  - c. 4/4 Major Donor event
- III. Principal Report--S. Jougard—INFO
  1. Reconciliation for St. Teresa School was today, we had 6 priests and students from 3-8.
  2. All visitors will need to sign in the at the school office for safety (fire, tornado, and intruder) using the Parish Center. Must be accountable for everyone in the building during the school day.
  3. All alcohol must be locked in a refrigerator in the Parish Center by order of the Diocesan Office. Alcohol can not be placed in Kitchen Walk In Cooler if it is not locked.
  4. Food services in Parish Center or Gym must have a Food License/Sanitation License as of January 2019. Each organization who has a food event must have someone go through classes with the Health Department, be trained and pass the class.
  5. Currently, the school board is completing a building assessment for repairs, needs, etc.
  6. Enrollment for 2019 - 20 to date is:
    - a. Pre-K 3 year olds - 11
    - b. Pre-K 4 year olds - 22
    - c. K-8 64
  7. Tuition for Parish Families \$4050 Non Parish Families - \$6000

8. Camera for Outside Recess Area was damaged by the Cleaning Company Truck (Company will pay for repair)
9. School groups and classes have been signing up for attending Mass at 5:00 or 11:00. Students will be recognized. Parish Office and School have worked on logistics for groups. Students will attend mass until the weekend of Memorial Day. Once school is back in session for 2019-20, groups will be recognized at 5:00 Mass during the year.
10. Evening Custodian has been hired. Doug Siemonsma from St. Teresa Parish will begin work April 1, 2019 from 2:00 pm to 10:00 pm daily.
11. Desks and Chairs were purchased on March 12, 2019. Purchased classroom desks for 2, 3, 4, 5, 6, 8 and Science Lab (Chairs). 28 Desks - 8 Stools - 20 Chairs per room. Items should arrived during Easter Break Schools have responded from Diocesan to take current desks and chairs for 5 of the classrooms.
12. School intercom went down today and repair will be of \$800.

IV. Pastor Report—Msgr. Darin--INFO

- a. Exposition of Blessed Sacrament 3/31 at St. Luke - 30 minute benediction increments
- b. Started Masses with student organizations

V. Committee Goals and Objectives

- a. Communications—M Nash
- b. Policy and Planning—M Nash
  - i. Parishioner definition/Stewardship
    1. Time, talent, and treasure needs to be offered by families
    2. New Policy approved by unanimous vote
    3. School Board letter on stewardship by unanimous vote
  - ii. Grade checks for activities - tabled
  - iii. Tuition assistance policy - tabled
- c. Finance—M Miller
  - i. Delinquent Payments
    1. 20k past due tuition
    2. 9k past due tech fees
    3. 5k past due extended care
  - ii. Scholarships/tuition assistance—DISCUSSION
  - iii. Letter from SB re: stewardship
- d. Technology—T Neumayer
  - i. Transitioning ownership of management to Sandy and Lauren from the committee
- e. Development—M Nash
  - i. Annual Fund Committee update
    1. Class reps to reach out to families that have not donated yet in the next week
  - ii. Fundraising coordination/"wish lists"
- f. Building and Grounds—M Brandt and G Morisani

- i. Desks/chairs/lockers
    - ii. Next priorities (e.g roof)
    - iii. PCA plans/update
      - 1. Evaluating and putting together
  - g. Enrollment—L Rompel
    - i. Pre-K enrollment campaign
    - ii. Pre-K partial day update
  - h. Curriculum—R Cole and M Kajdasz
    - i. Mathematics (Iowa score follow up)
      - 1. Meeting Friday to discuss curriculum
      - 2. Melissa K and Rob C to review final 2
  - i. Mission Effectiveness—G Morisani and Ann Fries
    - i. Awards program
      - 1. Icon Trophies for awards - 5x7 plaque
    - ii. Catechesis of the Good Shepherd
- VI. New Business
  - a. Multi-student discounts
  - b. Annual school family survey
  - c. Next meeting 4/16/19
- VII. Adjournment and Closing Prayer