

**St Teresa Catholic School  
Parish Board of Education Agenda  
February 18, 2019**

I. Call to Order and Routine Matters

- a. Roll Call and opening prayer - Mike Nash called meeting to order, Sandy led the prayer.

Mike N. Emily T. Joe N. Mark B. MSGR Darin, Lauren Rompel, Janet K. Colleen D, Sandy J. Lauren Robinson, Rob C. Gene M.

Visitors: Emily Schlueter, Jared Viviano, Jenifer Lohman, Doug Hamilton, Jaime Dedmon, Sharon Sullivan, Jenifer Lohmann, Tim Becherer, Adrienne Neville, Jeannie O'Dell, Kevin Vosse

- b. Approval of Minutes Nov 2019--ACTION Motion Rob Cole, Second Coleen Day all were in favor.

- c. Parish update: This past week the Parish Business Manager resigned. In the days since the finance council discovered that bank account balances for the Parish and its various organizations are not what we thought they were. Right now the council does not anticipate that funds for the parish subsidy will be available and thus the school is looking at a budget shortfall. We expect to collect \$268k in tuition, fees and annual fund between now and July. Expenses for the remainder of the year are anticipated at \$510k. The current shortfall is expected to be \$242k. Total Parish income is estimated at approximately \$50k per month. All information on Parish finances has been turned over to the Diocese for an audit. Questions from attendees at the meeting:

- i. Jaime Dedmon asked about availability of funds for end of year expenses that we would normally do for things like 8th grade trip and graduation. MSGR and Sandy said yes these events are on, but we cannot likely add any new expenses given the situation.
- ii. How much does it cost to keep STS open each month - approximately \$100k
- iii. How long have we had to move funds between accounts to cover expenses? As long as MSGR has been here, but it has much to do with the varied times that income is received.
- d. Organization Reports (Perpetual Help, PTO, Men's Club)—INFO
- i. STAA Bingo Proposal—DISCUSSION (T. Becherer) STAA plans to start a bingo night at C K&L of I on Tuesdays starting March 10. This will be a combined effort between 4 STAA, PTO, Perpetual Help and Men's Club.
- ii. Mens club - fish fry's start next friday, there are 5 of them this year.
- iii. PTO - auction is this saturday night. PTO members at the meeting noted that the auction goal may need to change to helping with the budget shortfall.

II. Old Business

- a. Delinquent tuition/fee payments--INFO \$1757 behind on tuition.
- b. Parish Stewardship/school families--INFO just under \$50k per month income to the parish.

III. Principal Report--S. Jouglard—INFO See attached update from Sandy and proposed 2020/2021 school year calendar

- a. Pre-K update/plans—not discussed at the meeting.

IV. Pastor Report—Msgr. Darin—INFO Wed 28th Ash Wednesday. 8th grade retreat thursday the 29th. 8th grade PSR retreat is march 14th. Stations of the Cross fridays at 2:15 during lent. Reconciliation is march 21, Living Stations 27th March at 2:00.

V. Committee reports

- a. Communications—M Nash/ C Day

- i. Newsletter--INFO

- ii. School Website--DISCUSSION the site had to be taken down this past week and to access it you have to reload it into your browser, saved versions will not load. either type out [www.stteresatigers.org](http://www.stteresatigers.org) and it will load.

- b. Policy and Planning—M Nash

- i. Suspension policy-- did not discuss this week.

- c. Finance—M Nash/ E Total

- i. Profit & Loss-Budget vs Actual FYTD--INFO

- ii. Budget 2020-21 Update--INFO
- d. Technology/Curriculum—J Nesbit/R Cole
  - i. METC Conference review--INFO see principals update
  - ii. Grants update--INFO
- e. Development—M Nash
  - i. Annual Fund update--INFO
  - ii. Collection of alumni info—INFO
  - iii. Date for Donor Recognition Event--ACTION Tentatively 23 April 2020. Invite list to be prepared after the auction.
- f. Building and Grounds—M Brandt and G Morisani
  - i. Air Conditioners—funding update--INFO
  - ii. Intercom system—Sandy was able to get a replacement head end from our contractor and the functionality is improved.
- g. Enrollment—L Rompel/C Day
  - i. Open House Jan 26 review—INFO Good amount of traffic, very successful, the organizational tables in the parish center didn't get as much traffic as we hoped, but overall the student led tours were very well done.
  - ii. K and Pre-K enrollment update and plans—no update at this time
  - iii. Trifold idea-Joe N--DISCUSSION Mike and Joe are asking for board members and organization members to share their to 10 bullet points about what makes our school great. We can use this for facebook posts, website updates, and other communications efforts.
- h. Mission Effectiveness—J Kaemmerer/G Morisani
  - i. Heart of St. Teresa Awards update--deadline extended to Feb 29th, looking for nominations for 2 teachers, one alumnus and one volunteer.
- VI. New Business
  - a. Principal Appraisal Form - send in to MSGR and Mike
  - b. Next Meeting March 17, 2020 at 7 PM
- VII. Adjournment and Closing Prayer

School Board Meeting

Feb 18, 2020

1. METC Conference - Report from Jeanie O'Dell/Adrienne Neville and Jaime Dedmon.  
Professional development for educators in the area of technology. example sessions included curriculum standards, apps games and tablets. The three teachers that went can now do some training for the other teachers in ways to use technology to teach rather than just using the hardware to view e-books.
2. Registration and Enrollment Information to Date
  - a. Pre-K 3 year olds - 10
  - b. Pre-K 4 year olds - 19
  - c. Kindergarten - 6
  - d. First Grade - 5
  - e. Second Grade - 7
  - f. Third Grade - 6
  - g. Fourth Grade - 7
  - h. Fifth Grade - 2
  - i. Sixth Grade - 6
  - j. Seventh Grade - 4
  - k. Eighth Grade - 2Total - 76
3. Face Book Information and Advertisement
4. APEX Fun Run - \$23,000 for STAA Grossed (52% for STAA)
5. NJHS Induction - 14 students inducted on 2/18 we have 21 total now.
6. Calendar for 2020-21 (See next page)

**2020 - 2021 SCHOOL CALENDAR**

**2020**

August 10.....Teacher Meeting @ Mater Dei  
 August 6 & 13 .....In-Service Days (No Student Attendance)  
 August 17.....Classes Begin (Full Day for All Students)  
 August 21.....Parish Picnic Set-up (No School)  
 September 7.....Labor Day (No School)  
 October 9.....Teacher In-Service Day (No Student Attendance)  
 October 12.....Columbus Day (No School)  
 October 30.....Parent/Teacher Conferences (No Student Attendance)  
 November 11.....Veterans Day (No School)  
 November 25-27 (Inclusive).....Thanksgiving Break  
 December 18.....Christmas Parties (Noon Dismissal)  
 December 21-January 3 (Inclusive).....Winter Break

**2021**

January 4.....Classes Resume  
 January 18.....Martin Luther King Day (No School)  
 February 15.....Presidents Day (No School)  
 March 15.....Teacher In-Service (No School)  
 April 1-5 (Inclusive).....Easter Break (No School)  
 May 24.....Last Day of School\*\*

Month	Attendance Days	Workshop In-Service
August	10	4
September	21	
October	19	1 + 1
November	17	
December	14	
January	19	
February	19	
March	22	1
April	19	
May	16	

\*\* Five inclement weather days are included in the calendar. School will end May 24, if no inclement weather days are used. For each day used, school will be extended as follows:

1. May 25
2. May 26
3. May 27
4. May 28
5. June 1

GRADING PERIODS					
<b>1st</b>	October 16	41 days	<b>3rd</b>	March 12	48 days
<b>2nd</b>	December 18	40 days	<b>4th</b>	May 26	47 days

176 Total Days Attendance