

St Teresa Catholic School
Parish Board of Education Minutes

May 19, 2020

- I. Call to Order and Routine Matters
 - a. Roll Call and opening prayer
 - b. Approval of Minutes April 2020--minutes approved
- II. Old Business
 - a. Finance
 - i. Account balance update-- S Jouglard --balances continue to be adequate on school and parish accounts; diocesan investigation of finances is ongoing
 - ii. Finance Council approval of revised 2020-2021 Budget—approved at last Finance Council meeting; parish subsidy will be about \$184K
 1. Budget assumptions:
 - “Clean Slate”—SBA/CARES act will cover much of 2019-20 shortfalls
 - Enrollment down from 241 to 226 due to economic fallout from COVID-19
 - · Parish Subsidy down due to recalibration of Parish budget
 - · Technology, Lunch and Extended Care all must self-balance
 - · **Areas of savings:**
 - Faculty and staff adjustments per Mrs. Jouglard
 - Decreased copier costs
 - Eliminate Scholastic readers, travel, meeting, conferences, postage
 - Professional Development covered by grants
 - Business manager contribution decreased to \$10K
 - · **Areas of increased revenue**
 - \$35000 from Empower Illinois
 - \$50000 from PTO Auction proceeds
 - · **Previously unaccounted for expenses**
 - \$13000 needed for e-book reserve
 - \$2000 needed for technology reserve
 - More needed for benefits (retirement, etc)
 - iii. Option C/FACTS/Vanco—S Jouglard--Looking into best options, will have report at next meeting
 - III. Principal Report--S. Jouglard—Planning graduation June 12 outdoors, socially distanced; also main focus is reopening plans for school in fall, awaiting ISBE and Diocesan guidance, will plan formation of Reopening Task Force made up of parents/SB members/teachers to advise Sandy and Msgr. Darin on key reopening issues
 - IV. Pastor Report—Msgr. Darin—Confirmation tentatively 6/13, probably will be moved, bishop ordination 7/22, priest ordinations 7/11; work continues on parish reopening plans, awaiting guidance from state and diocese
 - V. Strategic Discussions
 - a. Technology and Curriculum--J Nesbit/R Cole/S Jouglard

- i. Scenarios and contingencies for 2020-21--many ideas floated, will be a part of the Reopening Task Force; survey will be sent out in June regarding distant learning; try to standardize within the diocese or at least within Belleville regarding schedules, etc.
 - ii. Grants Update—opens June 1--ITEF-Rob will get more information, per Sandy Dawn S and Lauren Robinson will be putting one together; Joe N offered to help also
 - b. Development—M Nash /E Totel
 - i. Annual Fund update--INFO
 - ii. New Donor/Alumni Database plans and New Annual Fund Committee proposal—INFO/DISCUSSION
 - c. Enrollment—L Rompel/C Day
 - i. K and Pre-K enrollment update and plans—numbers on track all things considered; Sandy will be looking at reaching out to families who haven't enrolled
 - ii. Enrollment and the pandemic—nearing 180 total, need to reach out to those who haven't enrolled for issues; consider smaller drive thoughts, virtual look inside the school
 - d. Communications
 - i. Letter to families—early June
 - ii. Virtual “town hall” or presentation--possibly later in summer when more is known from state/diocese
- VI. New Business
 - a. Next Meeting June 16, 2020 at 7 PM
 - b. New Board Member Selection--offered if anyone wants a second term for continuity, will revisit next meeting
- VII. Adjournment and Closing Prayer