

School Advisory Board  
Meeting Agenda and Minutes  
December 10, 2008  
6:30pm

Present: Laura Maly, Jane Connell, Lisa Lesjak, Michael DeMichele, Lauren Beckmann, Clark Gridley, Tom Zale, Dan Davis, Fr. Dennis, Bill Schlise, Matt Hietpas, Joe O'Neill  
Faculty member in attendance: Maureen Richoux – grade 3

1. Call to Order & Prayer
2. Pastor's Report (Fr. Dennis)

There have been complaints with the food service.

The Parish will not be able to put extra income toward the school next year. We therefore need to either increase tuition (slightly), or decrease expenses. We need to generate creative solutions to this problem. The school has been very fiscally responsible.

We have about a 5% delinquency rate to the Tuition Management System. We will look into why that is occurring. This rate is among the lowest of TMS customers.

Sacrament of First Reconciliation will take place on Saturday. We encourage parents to participate with their children.

The salting is now included with the plowing contract. The cost is determined differently than in the past, to our benefit.

FIOF Report (Lisa)

As of December 9<sup>th</sup>, we had approximately 100 donors, for a pledged amount of about \$858,137. This amount does not include \$18,000 in restricted funds already being held for the Media Resource Center.

3. Principal's Report (Lauren Beckmann)

The Enrollment Projection for next year's K4 is down from this year. We are looking at a potential class of only 24 students – compared to this year's 38. We pay our teachers 80% of what Shorewood pays their teachers. Based on Shorewood's newest contract negotiations, and based on where our teachers are on the salary schedule, we are looking at an increase in \$50,000 needed next year for salaries. We may need to cut a middle school teaching position based on losing a student in an already small class.

Should we have a different tuition amount based on grade level? Do we need to increase tuition? These decisions need to be made by January for publication purposes. We discussed possible scenarios.

Should we have special programming for high-ability students? This would include a school-wide talent development program as well as individual program

plans for exceptionally gifted students. All of the best components of various gifted and talented programs are being considered.

17% of current students are identified as special-needs students and staff have identified 24% of the current population as potential high-ability students.

We discussed current programs that are innovative and the possibility of grant funds.

Re-accreditation was received this week!!

#### 4. Committee Reports

- Policy (Jane Boland)

No report

- Education & Formation (Bill Schlise/Laura Maly)

Many teachers are already elevating arts in the curriculum. We are looking into artists-in-residence. We want a better understanding of how arts are integrated across the curriculum. We would like to see the specialists include updates to classroom teachers, in order to better inform the parents. Just recently the classroom teachers have been updating the specialists of what is happening in the classrooms. We also looked at cross-curricular units of study.

Interest-and-Talent Development: Discussion about debate, forensics, and school newspaper.

We discussed possible gifts for extra-curricular activity advisors.

We encourage participation in both the diversity group and the group for parents of students with special-needs.

We continue to monitor the progress of the library/media center.

Attendance was low at this year's book fair. Ideas for improving sales in the future were discussed.

- Development (Michael DeMichele/Matt Linn)

Annual Fund goal: \$200,000 – committed so far: \$56,734.

Same response rate as last year at this time.

End of the year goal is \$100,000 – give now!!

Emails, letters, Blueprint, Facebook...lots of initiatives in progress!

Recent alumni parents potluck on January 18<sup>th</sup>.

- Marketing (Clark Gridley)

We need to work on the “yellow bar” in the enrollment projection.

Open house on January 25<sup>th</sup> – in conjunction with the Pancake Breakfast – will repeat all of the good strategies from last year.

Yard-sign campaign will continue this year.

Website – T-shirts for sale – using Pay Pal.

Phase II of website coming soon.

Code-of-conduct and school environment discussion.

Working on brochure.

New and improved business cards, envelopes, and stationary.

- Technology (Matt Hietpas)  
No Report
- Environment (Dan Davis)  
Library project is a priority. Things need to move quickly in order to have the project completed this summer. We need to determine the process of how to accomplish this project efficiently.  
The elevator would go in the Northeast corner of Riley Hall. Does this then raise other accessibility issues?
- Budget & Finance (Tom Zale)  
More to come in January
- Secretary (Jane Connell)  
No report

5. Home & School (Joe O'Neill)

There was discussion about whether emergency procedures are up to date, code-of-conduct needs to be reinforced, and supervision needs to be upgraded at certain events.

6. Parish Council (Michelle Frazier)

No Report

7. New Business

Only 31 responses to the parent survey so far.

8. Closing Comments

There was a fair amount of discussion of some general ideas (or priorities) that might be used to guide budgeting decisions through the challenges posed by the faculty salary and the enrollment situations:

1. the current broader economic climate will make tuition increases harder than usual to bear
2. we have no evidence right now of tuition being a deterrent to re-enrollment
3. people will stretch to give their children a high-quality education
4. the school should continue developing programs already in the works that will make it an excellent example of what education can be and that its exemplary status will position it well when budget conditions improve
5. in the meantime, every effort should be made to maintain quality. It is a key reason people choose this school over other options, public and private.