

School Advisory Board Meeting Minutes
November 10, 2010, 6:30 p.m.
Room 207

1. Call to Order and Prayer – Peter Christenson

Members in attendance: Lauren Beckmann, Laura Maly, Peter Christenson, Catherine Mercuri, Jane Connell, Karen Hunt, Lisa Lesjak, Trish Ognar, Dan Davis, and Rob Frediani

Members absent: Fr. Dennis Dirkx, Michael DeMichele, Michele Weinschrott, and Allie Pierson

Guest in attendance: Bill Schlise

2. Pastor's Report

No report given due to Fr. Dennis' absence.

3. Principal's Report - Lauren Beckmann

Lauren Beckmann felt she gave a comprehensive report to parents at the Annual Meeting so she kept her report very brief. The first quarter ended last Friday. New software was used to print the report cards and it was accomplished without any problems. A few new students are enrolling at St. Robert. One 7th grader already started, a student in K-4 will begin soon, and 5th and 7th graders should start after the holidays. Unfortunately, they had to turn away a K-5 student because the classes were full.

4. Parish Council – Rob Frediani

No report was given, but a request was posed. Rob asked for input as to how the music program at school could be integrated into the weekend masses at Church. After a lengthy discussion, a few suggestions were summarized. One suggestion was for Lauren Dodge and Francine to co-teach some of the choir classes at the school. Secondly, both choir groups, the one at school and the existing junior choir which is comprised of four kids in grades 3-8, could be taught the same music by their respective choir directors and then assembled together in church to sing during the masses. And lastly, possibly offer participation in the choir at weekend masses as an option for the middle school service program.

5. Discussion Item – Annual Parent Survey

Lauren Beckmann mentioned that Fr. Dennis' comments at the Annual Meeting concerning church attendance have sparked interest in ascertaining

information about mass attendance issues. It was suggested that questions about this issue be added to the annual parent survey that will be conducted shortly. More information is always helpful. After an extremely lengthy discussion, the past survey questions were read aloud and changed as necessary. In addition, new questions were developed concerning if and how often people attend mass at St. Robert or elsewhere, and why they may choose to attend elsewhere. A point was raised that maybe we should focus on the people that do attend and not worry about those that do not. But, the fewer people that attend mass, the less donations that are available for the parish to use for their various ministries. Lisa Lesjak recorded the questions and she will conduct the survey with the parents.

6. Discussion Item – Payment for Field Trips

This discussion will be delayed until the next meeting in December.

7. Committee Reports

a. Policy

Due to Michele's absence, a second reading of the Padre Serra Basketball/Seton Volleyball Tournament Championship Policy did not take place. After a lengthy discussion of the proposed policy, the board recommended that what was really needed was a set of guidelines for Lauren Beckmann to consider, not a policy that contains strict procedures that don't allow for professional discretion. Also, it was recommended that all the policy projects should be prioritized and the most crucial ones addressed first.

b. Marketing and Recruitment – Trish Ognar

School spirit wear will be separate from athletic spirit wear. Students can not wear athletic spirit wear as part of their school uniform, but they can wear school spirit wear, such as the school sweatshirt with a colored shirt underneath. The older style of school spirit wear sweatshirt will no longer be sold at the used uniform sales, but students may continue to wear them if they already have them. New athletic spirit wear will have the choice of two logos, a fierce bobcat face or a paw print. The items are sold at cost and virtually no profit is made.

An article for an upcoming issue of *Blueprint* is being developed with the idea of soliciting 95 memories about St. Robert School from students and alumni in order to celebrate the 95th anniversary of the school.

c. Budget and Finance – Catherine Mercuri

The committee will meet on November 18th, and people are welcome to attend. They will be discussing the current budget, as well as the next year's budget. The Parish will be lowering their contribution down to \$160,000, from \$164,000, because parishioner contributions are down. The school has expended all money from their substitute teacher account because of four unexpected long-term leaves, three pregnancies and one surgery. Because of these two items, as well as other issues, we have a shortfall in the budget of \$43,000 as of right now and it could go higher. We must find a way to balance the budget and give a plan to the Parish Finance Committee at their next meeting in December. Hopefully, by adding a few new students and being very conservative with other areas, we could cover this shortfall. The projected school budget will be presented to the SAB next month and projected tuition for next school year will be discussed.

Due to the construction projects that were completed this past year, a new fire alarm system must be installed within the next three years at a cost of \$190,000. The North Shore fire inspector is insisting that our existing working system is no longer adequate because it had been tampered with during the construction. The Parish needs to plan for these sorts of capitol improvements that will be coming in the future.

d. Environment – Dan Davis

The school is in relatively good condition, but it still takes money to maintain it. Some repairs are needed to the church, but it is a parish issue. Some preventative maintenance could have prevented these repairs caused by water damage.

e. Development – Lisa Lesjak

Lisa Lesjak distributed her monthly financial report. She expressed her gratitude to the Ognars for hosting such a successful Annual Fund party. Over \$22,000 was pledged and/or paid at that party. We are ahead of last year with pledges by over \$7,000, and ahead of last year with actual cash in hand by about \$15,000. We are about 25% of the way toward achieving our goal of \$200,000. This is very good news.

f. Education and Formation

There was no report due to Allie's absence. She disseminated her committee's minutes to the SAB prior to tonight's meeting. Some clarification over the use of the word "hostile" was provided. Lauren Beckmann thought it was due to a lack of communication between the teachers and the committee.

g. Technology – Peter Christenson

No report was provided because the committee did not meet this past month, but will be meeting next week. They are working on an update of their work to be included in an upcoming issue of *Family Matters*.

8. Home and School – Karen Hunt

The Rummage Sale was a huge success. But they are looking for ways to improve it. They think they may create committees, like they have for the Emerald Auction. They will focus on eight key areas. They may also condense the entire project to cover less time. Chairs are needed for this event for next year. This year's chairs will be happy to assist whoever volunteers. Chairs are still needed for the High Interest day for K4-5th graders this year. The Mother Daughter Tea is in place. Portraits in the Park is consistently going down year after year. The Magazine Drive is not doing as well as expected. They are trying to find ways to have it last all year, maybe by having quarterly rewards. An extremely lengthy discussion took place over the amount of 8th grade fundraising that is taking place. The perception is that it is excessive and needs to be reigned in. Karen Hunt will go back to Home and School and share our concerns.

Lisa Lesjak asked people for their opinions about businesses offering to give the school a percentage of sales. It seemed like a “win-win” situation, with the business making money and the school getting a percentage. A directory could possibly be developed listing the businesses willing to participate in such a program.

Lisa Lesjak asked Lauren Beckmann to pick three names of people who contributed to the Annual Fund prior to or during the Annual Fund party for door prizes.

9. New Business

Lisa Lesjak wanted to publicly thank people who worked so diligently to produce the wonderful Annual Fund Report that was distributed to parents recently and that will be mailed to other stakeholders very soon, including: Karen Parr, Sharlene Byrne, Amy Hietpas, Kate Jurgens, Matt Fox and the Development Committee. These people worked very hard and pulled this document together in a timely manner.

The meeting adjourned at 9:30 p.m.

Minutes respectfully submitted by Jane Connell, Secretary.