

School Advisory Board Meeting Minutes
June 15, 2011, 6:30 p.m.
Room 207

1. Call to Order and Prayer – Laura Maly

Members in attendance: Laura Maly, Lisa Lesjak, Peter Christenson, Lauren Beckmann, Trish Ognar, Catherine Mercuri, and Jane Connell

Members absent: Karen Hunt, Allie Pierson, Michele Weinschrott, Dan Davis, Fr. Dennis Dirkx, Rob Frediani, and Marcia Velde

2. Discernment

The SAB members volunteered to serve as chairs for the following committees:

Marcia Velde – Development
Dan Davis – Environment
Peter Christenson – Technology
Trish Ognar – Marketing and Recruitment
Allie Pierson – Education and Formation
Catherine Mercuri – Finance
Michele Weinschrott - Policy
Laura Maly – Chair
Jane Connell – Secretary

Laura will contact Michele to verify her willingness to continue as the chair of the Policy Committee.

Laura also mentioned that we still do not have a crisis plan in place. This needs to be a priority and will be addressed this summer. The plan will explain how to handle major events, such as evacuation of the building, rather than specific events, such as a stranger in the building. Some people were mentioned as potential committee members to assist with this project. Laura will contact them to ask for their help.

3. Milestones

Lauren and Dan toured the campus this morning looking for additional space to use for the Milestones childcare program. They discovered the current band room/former health room. It is an area with two doors, a bathroom, and close to both Reilly Hall for large motor activities, and the entrance/exit to Maryland Ave. The space should be able to accommodate 5-8 kids. There are currently 5 kids left on the waiting list. The next step is to get approval from Milestones, which should be coming shortly.

4. Enrollment and Budget

The projected enrollment for next year is 350 students. This figure includes the “verbals”, the people that have verbally committed to enrolling, but who just need to finalize their paperwork. This figure also includes 17 current students who have not yet registered for next year. Based upon the high probability that those 17 students will re-enroll, the budget for next year was adjusted to include the tuition for those students. Lauren and Lisa both felt this was acceptable because some other students will still enroll, while some currently enrolled students will decide to leave.

Even with that adjusted tuition, there will still be a projected shortfall of approximately \$75,000 for the upcoming school year. This is in addition to the deficit of about \$30,000 for this year. The major cause of these deficits is the increases to health insurance for employees, which has increased 20% this year.

Health insurance is purchased as part of a group plan through the Archdiocese of Milwaukee. Catherine suggested that this expense be monitored on a monthly basis. She said that people make changes to their health insurance throughout the year and this creates uncertainty about the cost. The board suggested that this practice come to an end. We suggested that there be one open enrollment period each year ending on September 1st, and that the only changes allowed after that would be life changes, such as births, adoptions, and marriages. Lauren will investigate the possibility of instituting this policy this year. She will discuss this with Elizabeth Cleveland.

A very lengthy discussion ensued that covered many suggestions for either cutting expenses or increasing revenue. Some suggestions for programs to eliminate included the part-time librarian and one of the two foreign language teachers. One program already cut was Strings. It costs \$4,000.00 and only three students are enrolled at a cost of \$500.00 per student. One suggestion for increasing revenue included asking people to underwrite specific programs or portions of programs. Another suggestion mentioned included sending an email to all school families explaining the financial situation and requesting a donation to help balance the budget.

The next meeting will be on Wednesday, August 10, 2011, at 6:30 p.m.

The meeting adjourned at 9:05 p.m.

Minutes respectfully submitted by Jane Connell, School Advisory Board Secretary.