



Partnering with families to develop a student's full potential in Mind, Body, and Spirit through Catholic values.

St. Mary's School Advisory Board Meeting
6:30pm – January 16, 2018
Approved Minutes

Opening Prayer - Hail Mary

Parental Participation/ Comment - none

Meeting called to order- Roll call - Members present, Brian Haggerty, Matt Sennott, Emily Thamert, Brandi Klecker, Amy Simmons, Jason Smith, Jed DeWitz, Principal Jennifer Swanson, Members absent, Father Connolly, Father Sauer

Approval of the Agenda – Jason moved to approve the agenda, Amy seconded the motion, motion carried.

Approval of previous minutes – Amy moved to approve the previous meetings minutes, Emily seconded the motion, motion carried.

PRINCIPAL'S REPORT

- Open house is coming up at the end of the month. Matt, Amy, and Brian will help with tours during for interested potential families. It will be set up similar to the last few years with the KC breakfast, teachers and activities in the gym, and then the PreK, K-readiness, and Kindergarten rooms open for tours.
- Looking at plans to replace teacher laptops and also a plan to have those replaced on a certain schedule so that we can remain up to date.
- We are currently short on money for the People's Press insert, so we are looking at options to fund that.
- Will most likely not offer summer SAC this year due to the kitchen remodel that will be happening in that space.

COMMITTEE REPORTS

- Facilities and Long Range Planning Committee
 - Discussing fundraising options for the school..
 - Looking at certain grant opportunities available and the status of current projects in need of repair like the boiler.
- Finance
 - We have 2 more students enrolled in K-8 this month.
 - We also have 2 more students enrolled in the Preschool this month.
 - Gave a tour in the last week to another prospective family.
 - The committee is looking at options on paying down the loan that was taken out for the structural repairs on the school.
 - We also discussed Federated Insurance's announcement of another challenge donation for the auction this year.

- CEMF
 - We will need a new board member.
- Enrollment Management
 - Enrollment has risen above 300 students again.
 - Lynsey worked with the Owatonna People's Press and there was a 12 page St. Mary's insert in the paper in January.
 - There will be a new family survey going out to those families to get there feedback on their SMS experience so far.
 - Open House will be Sunday of Catholic Schools Week, 1-28-17
 - Kindergarten Round-Up is coming up and we may need some help from the Advisory Board. Mrs. Swanson is working with staff to prepare.
- Policy
 - Met earlier this month
 - Will discuss Building Rental Policy in new business.
 - Reviewing Community Relations Policies.
 - Discussed our policy on how to document the policies that have been reviewed, but no changes have been made. Policy committee will date them so we know they were reviewed.
- Vision
 - Committee is composed of Amy Simmons, Troy Klecker, Principal Swanson, and next month Lynsey Hullopeter is joining the committee.
 - They are discussing fundraising, parish subsidies, and ideas to diversify the revenue streams for the school.

OLD BUSINESS

- none

NEW BUSINESS

- Policy BR-1 (Building Rental Policy)
 - Mrs. Swanson gave the first reading of this policy.
 - This updated policy, if approved, would combine BR-1 and BR-3, into one policy.
 - Discussion was held on the updated policy, current practices, and improvements that could be made ensure student safety, staff availability, and proper building maintenance.

MNSAA

- Mrs. Slotsve will come to the next meeting to review with the board.

EXECUTIVE SESSION – none

CLOSING PRAYER – Our Father

Next meeting: **Tuesday, February 27, 6:30pm**