



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 – October 25th, 2017  
Approved minutes

**Opening Prayer - Hail Mary**

**Parental Participation/ Comment – None**

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

**Approval of the Agenda** – Brandi moved and Jed seconded to approve the agenda.

**Approval of previous minutes - None**

#### **PRINCIPAL'S REPORT**

- Hired EA for Kindergarten—Julie Bartholomew. She will start on October 30.
- One of our K-Readiness students is going to be spend ½ day at St. Mary's, ½ day at public school to better serve the students needs.
- Procedures (policies): We need to document the way we do business and find ways to be more efficient with clear job duties. I am working on this along with Lynsey. Lynsey has been talking to Eric Kylo. He works with businesses to help them evaluate and restructure their business. He would be available (for a fee) to work with us. I am not sure if this is what we need, but we need to better define what we need and who should be responsible for it.
- Mrs. Swanson was asked by a parent about using the gym for Men's League Basketball on Monday nights. We do have a building usage policy that was last updated in 2004. She asked the board to review the policy prior to the meeting and offer some feedback for her as our practice and our policy do not match. After discussion of the pros and cons of the gym usage, we have asked the policy committee to review to see if we can come up with a solution.

#### **COMMITTEE REPORTS – held until the November meeting**

- Facilities and Long Range Planning Committee
- Finance
- CEMF
- Enrollment Management
- Policy
- Vision

**OLD BUSINESS – held until the November meeting**

- Policy E-3
- Committee assignments

**NEW BUSINESS**

- none

**MNSAA**

**EXECUTIVE SESSION – None needed**

**CLOSING PRAYER – Our Father**

Next meeting: Tuesday, **November 28<sup>th</sup>**

After the meeting the board held a school finance session lead by Tom Sager, focusing on forecasting and long range planning. Tom and his family are Sacred Heart parishioners and are a St. Mary's family. He is currently the Director of Business Services for the Mankato Area Public School, and before that he served as Director of Finance and Operations at Owatonna Public Schools.