



SEAS School Board Minutes - Approved
November 21, 2011
SEAS Music Room

I. Call to Order

- A. 6:31 PM by Kevin Pendergast
- B. Members present:, Kevin Pendergast, Jim Bailey, Shane Locke, Grant Shearer, David Whitaker, Mike Rzeszut, Mark Menghini, Fr. Tom Lilly, Marti Pausback, Tom Coomer, Tom Allen
- C. Members Absent: Kellie Thomson

II. Opening Prayer: Kevin Pendergast

III. Review and Approval

- A. October 2011 meeting minutes—approved with revisions
- B. November 21, 2011 meeting agenda—approved

IV. Public Comments: None

V. Principal Comments

Currently have 163 students enrolled. Expect to lose 2 students in January due to family transfers. Jim Bailey provided a recap on the 2 day education conference held in Anchorage. The conference was well attended with about 100 in attendance. Jim mentioned there will be discussion forums held in February with the public invited. Jim Bailey will be facilitating SEAS parent-school discussion sessions prior to the February forum. Significant discussion was also held regarding potential derailers on the proposed "School Choice" bills.

VI. Discussion Items

A. PVO (Parent Volunteer Organization) Update

1. Discussed results of Halloween Carnival. Next year the committee will be looking at ways to bring parish and school portions of the carnival closer together. Right now, there is a feeling that the two functions are separate. It was also mentioned the committee is looking at getting the high school involved with the carnival.
2. Discussed school auction results. The committee will be looking at ways to get more parents involved in the auction. One mechanism would be to have a certain percentage of total required parent volunteer hours allocated to the auction. The committee is evaluating this option for next year. The auction organizing committee was missing a couple of committee chairs this year.
3. Marti Pausback commented that there seems to be too many Facebook pages in use. She recommended that the SEAS and PVO Facebook pages be combined. Marti will work with Shane Locke to explore this option. The alumni Facebook page will remain as is.

4. The PVO is also trying to find ways to include home school students in SEAS activities. This includes school assemblies and events such the presentation by Ms. Pauline Nzameyo.

B. Committees Update

1. Development-Marketing-Public Relations (DMPR)
 - a. The SEAS Facebook page is now operational.
 - b. The unofficial total for the Annual Fund is now \$30,300. This does not include potential matching contributions which should be processed in January (+/- \$2,000). The goal for this year is \$ 40,000. Significant discussion was held on the Annual Fund reminder letter to be sent out before Christmas. In order to reach the goal for this school year, a mid-year push needs to occur. A final reminder will be sent in February. Several suggestions were tabled such as having the students create a card thanking donors and asking remaining parents to donate. Another suggestion would be to send separate "thank you" notes and reminder letters. The DMPR committee will draft a suggested letter and present to Fr. Tom Lilly for comments. The goal is to send out the reminder letter by December 5th.
 - c. Plans for the school open house are ongoing. Due to scheduling complexities, the open house will be on Feb 5th, which is Super Bowl Sunday. Committee will be working on appropriate open house themes consistent with the "big game".
 - d. Shane Locke distributed a draft letter to the legislature on the proposed "School Choice" bill. Discussion was held on the most appropriate and effective way to communicate with the legislature. Suggestions included personal contacts with each legislator, one letter to key committee members signed by all board members, phone calls etc. There was a general consensus that the most effective way would be to draft one letter and have it signed by all supporting board members. The DMPR will develop a final draft for approval and signatures for the Dec. 12th board meeting. Board members were asked to provide input to Shane Locke on the initial draft that was distributed at the meeting.
2. Curriculum
 - a. No major developments since last month's report. The committee continued to review requirements for the "Blue Ribbon School" application. The current school performance evaluation uses the Terra Nova system. The "average" threshold for the Terra Nova system is slightly below that of the Blue Ribbon School system.
3. Facilities/Safety
 - a. The committee reported that the combined Facilities and Safety committee will now be meeting on the Tuesday before each board meeting at 12:00.
 - b. Revision of the By-Laws to include the combined Facilities and Safety committee was discussed. A motion was made and seconded to approve the revised By-Laws as proposed with revisions. The motion was approved with 9 voting "aye" and no one voting "nay". The revised By-Laws will be distributed to all Board members after all signatures have been obtained.
 - c. It was mentioned that Tom Allen and Kevin Pendergast will be Board representatives on the SEAS Building Committee.
4. Strategic Planning

It was mentioned that each committee should dedicate a portion of upcoming meetings for development of Strategic Plan input.
5. Finance
 - a. Dave Whitaker mentioned the budget situation at the present looks good; however the school must continue to watch expenditures due to the fact that the Auction

took in less revenue than last year. It was mentioned that there were fewer corporate tables this year.

- b. Discussed method and timing for communication of Annual Fund and school auction results to school parents and parish at large. While school auction results have been available, they have not historically been "advertised". Several board members voiced that the Annual Fund and school auction results should be widely communicated since performance of the Annual Fund drive and auction have a direct impact on tuition. A suggestion was made that, at a minimum, the Annual Fund and auction results should be included in the end of year Annual Report.

C. Open Board Comments.

None.

VII. **Task Assignments**

*DMPR to finalize Board letter of support for "School Choice in Alaska" bills by next Board meeting. Board members to provide any input on initial draft to Shane Locke.

* DMPR to draft Annual Fund reminder letter by Dec. 5th.

* Board committees to develop input to 2011-2014 Strategic Plan at December meetings.

VIII. **Closing Prayer:** Mike Rzeszut

IX. The meeting was adjourned at 8:02 p.m.

Next board meeting: Monday, December 12, 2011, 6:30 p.m.