



SEAS School Board Minutes - Approved
December 12, 2011
SEAS Music Room

I. Call to Order

- A. 6:36 PM by Kevin Pendergast
- B. Members present: Kevin Pendergast, Jim Bailey, Shane Locke, David Whitaker, Mike Rzeszut, Mark Menghini, Fr. Tom Lilly, Marti Pausback, Tom Allen
- C. Members absent: Kellie Thomson, Grant Shearer, Tom Coomer
- D. School staff present: None

II. Opening Prayer: Kevin Pendergast

III. Review and Approval

- A. November 2011 meeting minutes—approved with revisions
- B. December 12, 2011 meeting agenda—approved

IV. Public Comments: None

V. School Choice Initiative: Majority of board members agreed with draft letter to legislators and signed copies for transmittal. Discussed also sending letters to local representatives. Jim Bailey will also include a copy of the letter to the legislators in the weekly newsletter. The weekly newsletter will also include the contact information for all of the key legislators.

VI. Principal Comments

Jim Bailey mentioned the visit to Lumen Christi by the 3rd grade class was quite successful. He also mentioned the visit to the Senior Home by the 4th grade went well. Current enrollment is 162 with the possibility of two more enrolling in January and two more leaving in January.

VII. Discussion Items

A. PVO (Parent Volunteer Organization) Update

- 1. Marti Pausback reported that some parents have not logged their required share hours.
- 2. Regarding participation in the Annual Fund, Marti Pausback interviewed parents and discussed appropriate levels of contributions. Some parents enquired about establishing a "legacy" fund with the contributions. Fr. Tom Lilly, mentioned the primary objective of the Annual Fund is to defray operating expenses. It was also suggested that the Annual Fund could be earmarked for a scholarship fund.
- 3. Spaghetti Dinner: Marti Pausback mentioned the spaghetti dinner is tentatively planned for February 18th. Fr. Tom Lilly asked if the dinner could be scheduled for February 17th in order to alleviate potential conflicts with Saturday mass.

B. Committees Update

- 1. Development-Marketing-Public Relations (DMPR)

- a. Shane Locke mentioned the committee is looking at new marketing methods. The committee is investigating having the 3rd graders spell out "Faith and Love" with their bodies and then have an aerial photo taken.
 - b. Shane Locke commented the PVO and SEAS Facebook pages have been consolidated into the SEAS Facebook page. The committee is trying to come up with a mechanism to post more frequent updates than the weekly newsletter. One concern was voiced that too frequent updates would make people too reliant on the Facebook page for information.
 - c. Annual Fund: A comment made that the "thank you/have you given yet?" letters sent to parents were done well.
2. Curriculum
- a. Jim Bailey commented that the committee finalized input to Strategic Plan.
 - b. Jim Bailey also mentioned the committee is reviewing religion texts.
3. Facilities & Safety
- a. Tom Allen reported the committee is developing a proposal for installation of a security camera system at the school. Feedback from parents indicates a security gap. Preliminary design includes 9 cameras and data storage system. Briefly discussed potential funding options including a line item in the 2012/2013 budget or Auction "wishing well" item. Fr. Tom Lilly voiced a concern that there could be wasted efforts if the system is installed prior to the main building upgrades scheduled for 2013. Tom Allen stated the committee proposal, which is to be ready prior to the January Board meeting, will address this concern.
4. Strategic Planning
- Mark Menghini commented that he had received input from the Curriculum and Facilities and Safety Committees.
5. Finance
- a. Mike Rzeszut provided the Finance Committee report. He reviewed the current Auction results and YTD budget vs. actuals status. Currently the school is over budget by \$14,000. He mentioned the committee is optimistic the school will end the year on budget if the Annual Fund comes in as budgeted and the school maintains 162 student enrollment. He also commented the committee is working on the 2012/2013 and 3 Year Budgets. With respect to next year's budget, Mike mentioned the Board needs to consider tuition adjustments. The Finance Committee hopes to have next year's budget ready for approval at the February Board meeting. More discussion on tuition adjustments will occur at the January Board meeting.
 - b. Mike Rzeszut also mentioned the committee is investigating the "Pick-Click-Give" PFD program as a fund raising option. He mentioned one requirement to be included in the program is that at least 5% of contributions be non-PFD related. He mentioned more details would be provided in the January Board meeting. The committee is looking at the 2013 PFD application period.

C. Open Board Comments.
None.

VIII. Task Assignments

- *Shane Locke will send a copy of the Board's "School Choice" letter to local legislators, Cathy Giessel and Bob Lynn.
- * Jim Bailey will place a copy of the Board's "School Choice" letter in the weekly newsletter and include the contact information for the legislators.

IX. **Closing Prayer:** Fr. Tom Lilly

X. The meeting was adjourned at 7:50 p.m.

Next board meeting: Monday, January 16, 2012, 6:30 p.m.