

**SEAS School Board Minutes**  
**August 15, 2011**  
**SEAS Music Room**

**I. Call to Order**

- A. 5:35 PM by Kevin Pendergast
- B. Members present: Grant Shearer, Kevin Pendergast, Kellie Thomson, Jim Bailey, Shane Locke, Marti Pausback, Tom Allen, David Whittaker, Tom Coomer, Mike Rzeszut
- C. Members Absent: Mark Menghini
- D. Guests: Ali Ann Stramilova (5th grade teacher)

**II. Opening Prayer:** Kevin Pendergast

**III. Review and Approval**

- A. May 2011 meeting minutes—approved
- B. August 15, 2011 meeting agenda—approved

**IV. Public Comments:** none

**V. Principal Comments**

You have my personal invitation to visit our school at any time . My door is open to you and to your questions. Our Children’s Mass on Wednesday is my favorite part of the week. I am in the middle of an inservice setting up an educational management site for our teachers. The site will be available to all parents and will give day to day information to parents and will enhance the way we communicate with our community. We currently have 161 students enrolled in our school. Twenty five students are enrolled in kindergarten. I have three new staff members. Rachel Marie Jansen from Minnesota has agreed to be our fourth grade teacher replacing Carrie McLaughlin who is leaving at the end of September for personal reasons. Rachel is talented, smart, and speaks Spanish. Daria Seckers is our new aide for kindergarten and Kim Hogan is our new Physical Education teacher. Our school is clean and uncluttered and ready for the students. Our open house is Thursday, August 18. We look forward to seeing you. We are very happy with the new web site and appreciate the works and leadership from John Emery in helping get it going. And to Fr Tom for his push and support. We currently have 2 days of Spanish in our schedule. If you want to see something interesting go into Lou Caputo’s room and look at his white board that has multiple layers that roll back and forth. A nice thought for all classrooms in the remodel. I really appreciate the work done by the safety committee on the updated document that we now have throughout the school. Thanks Mark.

- A. 162 students enrolled/ 25 in kindergarten (full)
- B. Parent training for Sycamore, the school’s new on-line educational system, is happening during next two weeks. During training, parents will receive their passwords for the system.

**VI. Superintendent Comments--none**

**VII. Discussion Items**

- A. Archdiocese School Superintendent’s Office
  - 1. Sr. Ann Fallon is retiring on Sept. 6. Her position may be filled with a part-time position. Fr. Tom hopes that schools within the Archdiocese will maintain the unity that Sr. Ann brought to our school system.
  - 2. Nora Ortiz-Frederick, development manager for the Archdiocese schools, has left her position for personal, family reasons. This is her family’s last year in Alaska.

## B. School Renovation Update

1. Feasibility Study: summary provided
  - a. People of the parish support renovation of the school, but not “breaking new ground” for a preschool or church facility renovations
  - b. Looking at Capital Campaign in 2012 with construction in 2013
  - c. Architect, Fr. Tom, Tom Allen, teachers and committee to work through changes to existing plan ... connection/unifying church and school entrance is still in question but will be worked through in new plans.

## C. PVO (Parent Volunteer Organization) Update

1. PVO board positions have been filled
2. Room parent openings in 2<sup>nd</sup> and 3<sup>rd</sup> grades
3. Auction Co-Chairperson change: Jessica Estes stepped down for personal reasons. Past Auction Chair, Elizabeth Roberts, and new Auction Co-Chair, Danielle Rybicki will be working together on the auction.
4. Tea and Tears: tomorrow after first day morning drop-off
5. PVO fund raisers will be reviewed by PVO board, and proposed changes will be discussed with school board.
6. Mentoring Family program has kicked off well this year: “seasoned” school families are assigned to new school families to help them become familiar and comfortable within the school. Great for building long-term relationships.

## D. Committees Update

1. Development-Marketing-Public Relations (DMPR)
  - a. Annual Fund
    - i. Kick-off breakfast occurred this morning
    - ii. Co-chairs of Annual Fund are Tom and Therese Coomer
    - iii. Annual Fund “ask” and letters have gone out to teachers, staff, board members and new parents
    - iv. Annual Fund goal: \$40,000
    - v. Annual Fund is only fund raiser championed by the school board; 100% board participation encouraged; very important leg of school’s fund raising efforts.
2. Facilities/Safety
  - a. SEAS Emergency Plan updated and distributed. Updating school volunteer advisory letter.
  - b. Emergency kits in all classrooms have been updated
  - c. Facilities Committee is recruiting members, and hopefully a Project Manager with construction experience and time to committee to school renovation project
3. Strategic Planning
 

2010 – 2013 Plan updated with current status as of May 2011. Next steps will be to refresh plan for 2011 – 2014 time period. All committees should be thinking of key near (2011-2012 school year) and long term objectives for inclusion in the new plan.
4. Finance Committee
  - a. Sept. 13 committee meeting; plan to meet the Tuesday before each board meeting
  - b. Budgeted for 160 students; currently 162 enrolled

## 5. Curriculum Committee

### Blue Ribbon School Application

One of our primary goals of the 2011-2012 school year is to apply for and receive the designation of a Blue Ribbon School. Mr. Bailey attended an on-line seminar in early August concerning this process. We will keep the board updated on our ongoing application process.

### Religion Curriculum Review

The Curriculum Committee has a 5-year rotating schedule for review of curriculum used within our school. Last year, we completed the review and updated our Math curriculum, as needed. In 2011-2012, the committee and faculty will review the Religion Curriculum and propose updates, as needed. Information concerning scheduling for our review will be provided at the September board meeting.

### Committee Member Recruitment

Anyone interested in joining the committee for review of the Religion Curriculum is encouraged to contact Kellie Thomson at 344-6774 or [kellie@gci.net](mailto:kellie@gci.net).

## E. Board Comments

1. Review and update of meeting dates for the year
2. New entry carpets being installed in two weeks, at no cost to school or parish
3. Clean-up day: 30 years of junk has been cleaned out of crawl space by a wonderful group of scouts and volunteers
4. Latter Day Saints group volunteered to do a service project for our school to say thank you for the space we offered them while their temple was being rebuilt. They will be doing much-needed landscaping around the school. Plan to get their youth group and SEAS youth group together for a social event.

## VIII. Task Assignments

--Complete Board Member Agreements and give to Kevin Pendergast (president) or Mark Menghini (Secretary)

## IX. Closing Prayer: Fr. Tom Lilly

*Next board meeting: Monday, Sept. 19, 2011, 6:30 p.m.*