

SEAS School Board Minutes--*approved*
November 9, 2009
SEAS Music Room

- I. Call to Order
 - A. 6:35 PM by Eric Campbell
 - B. Members present: Eric Campbell, Steve Siebs, Caroline Bradshaw, Jim Bailey, Terese Coomer, Mark Menghini, James Estes, Kevin Pendergast, Fr. Tom Lilly, Tom Allen, Kellie Thomson
 - C. Members Absent: Pat Foley
 - D. Guests: Effie Calderola, Sr. Ann Fallon, Peggy Dennehy

- II. Opening Prayer: Fr. Tom Lilly
- III. Board President Opening Statement: Welcome
- IV. Public Comments: None
- V. Review and Approval
 - A. November 9, 2009 meeting agenda--approved
 - B. October 12 meeting minutes--approved.

- VI. Principal Comments
 - A. H1N1 virus, ASD information:
 - 1. If SEAS had a provider who gives vaccine, then we could get on a provider list.
 - 2. Vaccine readily available within community.
 - 3. Less than half the student population signed up to receive vaccine even though it would have been free.
 - 4. Looking into other possible leads to provide vaccine to SEAS students.
 - B. Auction looks like it was on target; too soon to tell; final numbers not yet in.

- VII. Superintendent Comments
 - A. Congratulations on a beautiful Auction on Nov. 7, 2009.

VIII. Standing Committee/Action Items

A. Curriculum Committee

1. Working on a plan
2. Setting meeting dates

B. PVO (not considered a committee; but reported here during meeting)

1. Halloween Carnival brought in \$4,000
2. Innisbrook fund raiser brought in \$3,400
3. Planning to begin a hot lunch catering service for school
4. Chess Club starts Nov. 10; 1-6 grades
5. After school art on Tuesdays going well
6. Lumen Christi Open House: Nov. 19
7. Parish Hoedown: Nov. 21

C. Annual Fund Committee

1. Has brought in just under \$20,000
2. Targeting “fairly recent” alumni

D. Facilities Committee

1. Gathering information
2. Moving forward on any low-cost items and prioritizing the list.
3. Full committee: 6-12 people

E. Strategic Planning Committee

1. Critical to keep momentum going; particularly renovation of building
2. Architect: Bruce Williams has received Vision Statement
3. Currently taking questions from Mr. Williams and providing responses (no charge for this process)
4. Meeting with Sr. Charlotte from Archdiocese to become aware of any planned capital campaign
5. Developing plan for preschool: forming committee to make a plan, not a “building committee”
6. Feasibility study should be done this year for construction projects
7. Construction maybe Summer 2011
8. Trish Baker: central point of contact for the Strategic Plan
--Trish drafting specific objectives/ report card to community;
draft by next board meeting
9. Need a board member to coordinate with committee heads

F. Finance Committee

1. Eric trying to get “packet” to board; for now reporting via e-mail
2. Financial Statements
 - a. Considering narrative to numbers
 - b. 162 students, lost 3 in October
 - c. Auction right on
 - d. Collected \$2,300 tuition from prior year that had been written off
 - e. Financial Aid currently a bit over budget; committee looking at it; wanting it to remain flexible
 - f. Teaching materials costs up: 1-3 grade science texts
 - g. Staff costs less than budgeted
 - h. Budget process for next year starting in January
 - i. Received matching grant \$500 from Conoco Phillips for a board member’s participation; Jim to send thank you note
 - j. Review year’s budget in September/ January for any revisions for big picture: # students, auction \$
 - k. Revisions will be explained through variances

G. Bylaws Committee

1. Mark has started review of current bylaws and notes of suggested portions for review; committee descriptions
2. Adopt bylaws to reflect best practices.
3. Sr. Ann: Areas of focus in our current bylaws are well on target
4. Forward any bylaw comments to Mark

H. Board Development: Ad/hoc committee

IX. Discussion Items

A. Frequency of board meetings

1. Will continue monthly
2. After guidelines are put together for committees and each has enough to do, will consider meeting every other month with committee meetings on off month

X. Closing Prayer: Sr. Ann Fallon

XI. Adjournment

Next Board Meeting: Monday, December 14, 2009

(schedule update: April board meeting will be April 12, 2010)