

SEAS School Board Minutes--*draft*
 September 14, 2009
 6:30 p.m.—Music Room

- I. Call to Order
 - A. 6:35 p.m. by Eric Campbell
 - B. Members Present: Eric Campbell, Jim Bailey, James Estes, Pat Foley, Mark Menghini, Kevin Pendergast, Caroline Bradshaw, Steve Siebs, Kellie Thomson
 - C. Members Absent: Fr. Tom Lilly, Tom Allen, Terese Coomer
 - D. Guests Present: Nora Ortiz-Frederick

- II. Opening Prayer: Mr. Bailey

- III. Board President Opening Statement

Welcome

- IV. Public Comments

None

- V. Review and Approval
 - A. September 14, 2009, meeting agenda—approved
 - B. August 17, 2009, meeting minutes—approved (with one correction to Oct. 3 Leadership Summit)

- VI. Principal Comments
 - A. Flu vaccination consent form sent to school parents and faculty. Providence Hospital is willing to do a free flu shot (not H1N1) clinic at school for students and staff within next 10 days.
 - B. On-line Correspondence School update
 1. Odyssey Programming is doing a presentation for grades 3-6 at the school.
 2. Raven Correspondence School
 3. PACE

--To join an on-line correspondence school, students dually enroll in SEAS and the correspondence school; offers more options for school classes (ex: math assessments, tutorials, advanced curriculum); SEAS looking into on-line school options on a limited basis if good for all concerned as a program supplement/enrichment and a way to access state funding; no long-term commitments.
 - C. Proposed 6th grade trip to Washington, D.C.
 1. Mr. Bailey has not yet received written proposal by trip organizers.
 2. Trip has not yet been approved as a school function.
 - D. Teachers and staff all working well
 - E. Playground Equipment
 1. Need to spend significant amount to continue repairing equipment
 2. Would cost \$20,000 to replace equipment
 3. Idea for Auction Fund-a-Project

- VII. Superintendent Comments reported by Nora Ortiz-Frederick
- A. Oct. 3 Annual Leadership Summit at Our Lady of Guadalupe; focus on Best Practices for School Boards; Archbishop Schweitz will be in attendance. Conference will focus on roles of principal, superintendent, pastor, board members. Invitation already sent to board by e-mail.
- VIII. Action Items/ Standing Committees
- A. Finance Committee: Eric Campbell
1. Due to two significant errors, budget has been updated
 2. There was discussion about whether the school budget is approved by board, and when adjusted should it be a budget amendment or shown as variations in year-to-date actuals with notations.
 3. Budget is considered a “best guess” for the year.
 4. Concern about showing discrepancy in published budget and actual budget.
 5. Eric will discuss concerns with Finance Committee and e-mail findings to the board.
- B. Annual Fund: Pat Foley
1. Board member contributions very generous.
 2. Committee met to discuss slow beginning to Annual Fund. By end of this week, Fr. Tom is sending a letter to school families reminding them to contribute if possible by Sept. 30.
 3. After the Nov. 7 auction, the Annual Fund Committee will do a push to close out the effort by the end of December.
 4. Discussion about timing and need to re-evaluate all school fund raising efforts based on success, man hours and timing
 5. Suggestion to have Room Parents given a budget to work with for classrooms and roll-into tuition the beginning of the year class funding requests.
 6. Average Catholic school tuition in Lower 48: \$9,000; Alaska has an above average cost of living; SEAS still considered low tuition at about \$4,000
- C. Facilities Committee: no update
- D. Board Development Committee/ Handbook: Kellie Thomson
1. Draft completed by Kellie Thomson and given to Fr. Tom
 2. Fr. Tom put together “professional” binders for each board member; binders distributed at meeting.
 3. Suggestion to have committee chairpeople write brief description of committee; descriptions will be compiled by next board meeting so that board members can consider on which committee(s) they would like to serve; NCAA website suggested as a point of reference.
 4. Board Member Agreement draft tabled until Fr. Tom is in attendance for meeting.

- IX. Review of Task Assignments:
- A. Eric Campbell to discuss with Fr. Tom and Mr. Bailey how to report budget variances.
 - B. Committee Chairpeople to write description of committee and submit to Kellie Thomson by Monday, Sept. 21.
 - 1. Curriculum Committee: Mr. Bailey
 - 2. Finance Committee: Eric Campbell
 - 3. Annual Fund Committee: Pat Foley
 - 4. Facilities Committee: Tom Allen
 - 5. Strategic Planning, Bylaws Update, Board Development/Nominating Committees: Kevin Pendergast (after researching NCAA website)
 - C. Mark Menghini will serve as secretary for next board meeting, as Kellie Thomson will not be in attendance.
- X. Closing Prayer: Eric Campbell
- XI. Adjournment: 8:20 p.m.

Next Board Meeting: Monday, October 12, 6:30 p.m.