

St. Monica Academy School Board

Meeting Minutes

Tuesday October 17th, 2017 - 7:00pm
St. Monica Academy - Byenka Hall
Minutes prepared by: Mark N. Goedert

Attendance: Fr. Mariusz Stefanowski, Ray Coleman, Carmela Stout, Carin Smith, Monica Guarisco, John Suwalski, Mark Goedert, Guests: John Baruch, Tricia McGill Mority, Rick Mority

1. Meeting called to order at 7:00pm
2. Meeting minutes from September are approved as written
3. Pastor's Report
 - a. Farther Mario noted that the playground is a success. John S. suggested that we have children thank the parish (at mass) for the playground

ACTION: We will make ourselves known to the parish and have the children thank the parish in the next few weeks at each of the masses. John B. offered to help make this connection and start to get the logistics in order
 - b. Father Mario would like to see more outreach to link the parish and the school; additional attendance at the 2nd Sunday mass is desired. Father noted that he is looking for ideas to build a connection of both parish and school communities together. John S. suggested adding child care to help parents, who bring children to Mass, focus on the liturgy. Carmela asked if we can include CCD as part of the Mass and shows involvement of the children in the parish and Mass

ACTION: Board members are asked to bring ideas back to the next board meeting
 - c. Questions from the community were presented by Carmela Stout
 - i. Regarding the turnaround program how long will the program last? The program can run up to three years
 - ii. What is the goal of the turnaround program? It is a parish wide program to make financial and operational improvements
 - iii. Who and how is progress tracked in the program? One measure is financial. A team is meeting every two weeks to come up with ideas and implement ideas
 - iv. Are there any costs associated with the program and if so not what is the cost? Service fees for accounting costs are covered by the parish for the budgeting and payroll activities across the parish. Salary of the program facilitators are also paid by the parish
 - v. What is an expected enrollment for break even or even profitable? Mr. Coleman stated that a target of 300 to 350 is desired. John B. noted that the key is really to

keep our open seat numbers down. We need to look at what we can absorb at each classrooms/grade and increase utilization of existing faculty

- vi. Discussion noted positive elements as there is a renewed relationship with the parish. Transparency is needed to focus on the positives and let individuals focus on the positives
- vii. Has FACTS helped with financial transactions? Yes, it has made it easier to collect and manage funds. The process has improved as a result of FACTS
- viii. Carmela asked about technology in the classroom and when we can take the next steps. Now that playground is completed we can move our focus to the classroom technology project

4. Principal's Report

- a. Mr. Coleman asked that we please keep the Dymitrowicz (SP) family in our prayers
- b. Red ribbon week is next week focusing on anti-drug and anti-bullying. Superhero/Spirit/Cubs Days are coming up. High School visit day is Thursday 10/19/2017 during the day. Halloween safety reminders and costume guidelines were distributed. Fall Fest is coming up soon on Saturday (10/21) for early childhood families.
- c. First Communion and Confirmation meetings and masses are taking place. Confirmation is moving towards a two-year preparation program
- d. Parent conferences coming up on the 21st of October
- e. New calls have been coming into the school regarding interest in PreK3 and PreK4

5. Committee Updates

- a. Website - Mark G. mentioned some work was completed on the website and additional changes will be coming in the next few months. Changes need to be completed before end of the calendar year to prepare well in advance of public schools week
- b. Fb Update - Monica G. reviewed our Facebook page and generally speaking we only have 24 reviews which we should focus on increasing this. The call to action button should be improved beyond a phone number. Our content is meaningful to school families however small tweaking could broaden our audience to families outside the school and the parish. We should put our events on the Fb page so the events can be shared

6. Visitor Input

- a. Outreach - Noted that we should focus on our local community and draw upon local outreach near the school. How can we improve our targeting of local families?

7. Parking Lot - Important ideas worth noting

- a. Discussed how we can reach out to families in our community. We need to note the advantages aside from the great education that the children receive. We need to figure out how to present this to the community

b. John S. will highlight our advantages and prepare materials for getting the word out and promote St. Monica Academy. Highlights include class size, catholic faith, etc.

8. Meeting adjourned at 8:09pm

9. Next meeting is Nov. 28th 2017, at 7:00pm

Future meeting dates: Nov. 28th 2017, Jan. 23rd 2018, Feb. 20th 2018, Mar. 20th 2018, Apr. 24 2018, and May 15th. 2018