

## *Meeting Summary*

### ST. HILARY BOARD OF SPECIFIED JURISDICTION

March 26, 2013

(rescheduled from March 5, 2013 due to school closing)

As approved on May 7, 2013

#### **Members Present:**

Father Bill Eddy, Pastor; Mike Neis, Principal; Theresa Jovanovic, President; Rich Batista, Vice President; Ann McNabb, Secretary; Robert Schwendau, Board Member; Jim Minchella, Board Member; Mary Kay Donnelly, Faculty Representative; Peter Samborski, Seminarian

#### **Approval of Meeting Summaries and Minutes**

- The February 5, 2013 Meeting Summary and Meeting Minutes were reviewed and approved.
- The approved Meeting Summary will be posted on the school's website.

#### **Pastor's Report**

- We have a new Pope!
- Mr. Neis has declined to renew his contract for the 2013/2014 school year. A search committee has been formed and had an in-service meeting with archdiocesan staff to review the search process. An archdiocesan principal search committee information packet was distributed. Theresa Jovanovic and Rich Batista will represent the BSJ. The archdiocese will screen candidates, the committee will interview and potentially forward final candidates to the BSJ, time permitting. Fr. Eddy invited the BSJ to pray for a successful search.
- The capital campaign continues to unfold with committee and group meetings. Information will be made available at Sunday masses and through the mail. Proceeds from the campaign will be split with the Archdiocese, with any funds generated above the goal remaining at the parish.
- Preparing for Holy Week and Easter coming up next week.

#### **Principal's Report**

- YTD tuition collections were reported.
- Three students with past due accounts were excluded from classes on Monday, March 25<sup>th</sup>. All students excluded were back in classes by 9:00 am and over \$12,000 in past due tuition was collected.
- Mr. Neis distributed a 2013/2014 tuition and demographic comparison for schools in Council II 4 A&B.

- Enrollment for the 2013/2014 school year is at 187 against the budget assumption of 285.
  - Efforts to address enrollment include constant contact email blast, mailer to 1000 households in local zip codes, evening and daytime open houses and facebook updates.
  - Last year numbers were reported to the Archdiocese on April 17.
  - Contracts cannot be offered until budgeted enrollment is met.
- On April 19<sup>th</sup>, a catechetical retreat will be held – the last step for certification for seven faculty members. A class in the four pillars will also be offered for those in need of certification.
- Mr. Neis will spend part of the day on April 14 at Our Lady of Mercy with the seventh grade confirmation class for the Spirit Day retreat.
- The development team is focused on registration and recruitment.
  - Two grants are being sought, one \$30,000 from Dr. Scholl for iPads, cart and software and an environmental grant to fund assistance with air conditioning improvements.
  - Looking to create a phone application to connect to the website, phones and facebook
  - Mr. Rholl and Ms. Sexton participated in interviews with local on-line news source *Patch*.
  - School supply kits will be available for purchase for the 2013/2014 school year, with a benefit to the school.
  - The website is undergoing a redesign with Mr. Hirsch

### **Organization Updates**

- The *Family School Association's* steering committee is working on membership and officers for the 2013/2014 school year. They have recruited room parents.
- The *Men's Club* held two successful fish fry dinners and the annual St. Patrick's dinner recently.
- All church groups represented at recent *Parish Council* meeting. The council discussed various parish activities and the Parish Transformation action items.

### **Old Business**

- *Legislation Liaison*. School liaisons are being asked to petition legislators in support for textbook funding legislation.
- Discussion of proposed *BSJ By-laws*. The board reviewed the proposed by-laws that were developed. Edits were discussed and will be incorporated in a new draft for review at the May meeting.