

St. Edward School Board

4.16.18 at 7:15 p.m.

Members Present:

Sister Marie Michelle	Krista Dustin	Father Mike	Kim Danahy
Kristin Mazanowski	Ann Tudor	Maribel Tirado	Carrie Conway
Jeff Eichhorn	Ken Karbowski		

Absent: Meagan Halleron Father Dominic

- Ann called us to order.
- Ann offered our opening prayer.
- Approval of Minutes from 2.26.18
- Ann informed us that Meagan Halleron is no longer able to fulfill her service to the St. Edward School Board, effective immediately, and the open position will be discussed during this meeting.

Pastor Report: Father Mike

- We are beginning our celebration of the Spring Sacraments at St. Edwards, with Bishop Kane joining us for Confirmation on Sunday. First Communion will be celebrated a few weeks later on 5/5/18.
- Our Principal succession plan is moving along. Father Mike spoke with the Archdiocese downtown and set a call with them for Wednesday. The contract for the new principal will begin on 7/1/18.
- Mass celebration for Father Mike on 6/3/18 at 11:00 am Mass with Hospitality downstairs in Unity Hall. The renovation of Unity Hall is progressing, as we still need to do the floor and replace the chairs.
- Fr. Mike's tenure ends on 6/30/18. Father Ken Anderson will be replacing Father Mike on 7/1/18 (the same day the new Principal will begin their contract).
- On 6/10/18, we will have Sister Marie Michelle's celebration of 27 years at St. Edward's with a 11:00 am Mass, and a celebration following in Buckley Hall, with the official designation of the Minim Building as the Springfield Dominican Learning Center.

Principal Report: Sister Marie Michelle

- Sister attended the Think Cerca meeting at St. Stanislaus with Mr. Bates and Ms. Mortimer. The program will be instituted next year. We have been chosen by the Archdiocese to use this program, and they are funding it. It is a reading and writing program, and we will be going to St. Juliana and St John Brebeuf to see how they have incorporated it.
- History Fair was a huge success – many thanks to Ms. Polli, Ms. Rosasco, our students and their parents for their help with this project. The judges were really impressed with the students' work!

- Students are taking ACT Aspire summative tests this week. Results will not be available until July, and parents will receive results in the fall.
- It's a busy May with lots of activities, including our annual Auction on Saturday. Please keep your calendar handy!
- Don't forget to join us for the annual Big Red Auction – many people have worked very hard to put this together.
- We will have Confirmation this Sunday, so please pray for our young people.

Treasurer's Report: Kristin Mazanowski

Starting Balance as of 8/28/17: \$3,414

Current Balance as of 4/16/18: \$36,458

Activity During the Period

Balance as of March 19, 2018	\$32,679
Big Red Raffle Ticket Sales	\$779
Big Red Auction Entrance Ticket Sales	\$1,800
Big Red Auction Events – Sports Sign Up Day	\$78
Big Red Auction Sponsorship	\$1,316
Big Red Auction Catering	(\$2,000)
Big Red Auction – beer, wine, pop	(\$596)
Yankee Candle Spring Sales	\$2,785
8 th Grade Portraits	(\$1,200)
8 th Grade bus to Cubs Game	(\$225)
8 th Grade LaVilla deposit for Banquet	(\$300)
8 th Grade Extra Trivia Night Beer Sales	\$50
Big Red Run Sponsorships	\$1,316
Misc: Interest & new endorsement stamp cost	(\$25)
Balance as of April 16, 2018	\$36,458

Communication Report: Krista Dustin

- New Family Orientation on 5/17, hosted by SEPO and the School Board. Pre-K and Kindergarten teachers will be available to meet with the families. Junior High students will be available to entertain the kids while parents learn more about the school and various programs we offer. Krista is working with Mrs. McGill to identify and get the new families (34 invites) on E-Backpack

Marketing Report: Kim Danahy

- Kim received the new brochure with some edits. She would like to include approved tuition numbers for 2018-2019, and as well update the high school stats for 8th Grade graduates. We will keep the Aspire scores for next year with a note that the new scores are not available at time of print.
- Kim is working on updating various channels with our status as a Blue Ribbon School. There are some significant communication needs and opportunities through various online community groups and newsletters which Maribel will assist with as part of Marketing & Communications in 2018.

- Tour Tuesdays for 2018-2019 –specific dates and needed support will be worked through and communicated.

Finance Report: Ken Karbowskiak

- Ken just received the Finance report today and has not had a chance to review the content, thus is not ready to present the details.
- Lunch Fees - currently have met 81% outstanding. \$6800 remaining in back fees, 53% is from past fees.
- Policy to determined and communicated going forward for families in arrears when returning (both tuition and lunchroom fees) to prevent further growth of delinquent fees and shortfall of operating income.

Fundraising Report: Jeff Eichhorn

- Buckley Hall - our FAN will be Sound and Lighting. Jeff has been working with Tony Weyers to present an overview of the specific needs and proposed cost at the Auction this Saturday.
- St. Edward School is unfortunately still not showing up as a valid Amazon Smile tax accredited option.
- Charity Mania scratch off cards to be discussed.

New Business:

- We currently have the expected 3 open School Board positions to begin in 2018-2019. With Meagan's Halleron's resignation from the Board, we have an additional position with 2 years remaining on the term. Carrie Conway volunteered to complete and fulfill Meagan Halleron's 2 year commitment in her absence. The School Board voted unanimously in favor of her filling this position.
- The Board voted unanimously to make a one-time exception to the existing by-laws so that Trisha Correa will be able to be considered eligible as a potential Treasurer at the 6/4/18 meeting.
- We still need to identify who may serve on the School Board in the remaining open position.
- Write up best practices on Discovery Sunday, Tour Tuesdays, etc for next year.
- Reminder of the SEPO meeting on 5/8/18
- 6/4/18 – Final School Board Meeting in the Convent Garden.