



Saint Elizabeth Ann Seton School Board Meeting Minutes
Monday, September 17, 2018
7:00 p.m. – Spanish Room

- **Call to Order**
 - A. 7:05 p.m. by John Estabrook
- **Attendance**
 - A. Members present (8/11): Amanda Yocum, John Estabrook, Brent Sanders, Jamie Adler, Steve Siebs, Sarah Ward, Lisa Marie Ikononov, Jackie Hoover
 - B. Members absent (3/11): Chris Ori, Brandy Pennington, Jenia Jarrett;
 - C. Staff present: Laura McLaughlin
 - D. Others: Kurt Witzleben, Andrea Loria, Alison Bayer, Bonnie Bezousek, Kathy Gustafson, Fr. Patrick Brosamer
- **Opening Prayer:** Fr. Patrick
- **Guest Introductions:** Welcome to those in attendance.
- **Review and Approval:**
 - A. **Agenda** Sarah moved to approve tonight's agenda; Brent seconded. No discussion.
 - B. **August meeting minutes:** Kathy G. revised the attendance notations and then Sarah moved to approve; Brent seconded. No discussion.
- **Lumen Christi report:** Brian Ross brought a copy of "The Lumen Messenger" monthly newsletter and a St. Elizabeth's/Lumen Christi Connections handout for everyone in attendance. He also mentioned the welcome participation of the 5th & 6th graders (4 students) in the soccer game that was recently held against Anchor Lutheran.
- **Public Comments:** None
- **Pastor's Report**
 - A. Fr. Patrick thanked the school board members and welcomed guests. He informed the board that he will be going to Magadan for 5 weeks during the month of November and returning in early December. He will be pastor to the English-speaking members of the church while there. He also mentioned that Fr. Michael Shields will be at St. Elizabeth's while he is away.
- **Principal's Report**
 - A. Kathy reminded all board members about their donation to the Annual Fund. Amy Locke has completed the new design of the Annual Fund brochure and there will be an opportunity for Board members to speak during Mass on Sept 29-30 about our Annual Fund.
 - B. She informed the Board that the school had received \$14,000 from ASD Title 4 funds for professional development and \$2100 from ASD Title 2 funds for student well-being and safety. The Board members were excited to hear the great news.
 - C. The following Principal Report was previously submitted to each board member and passed out to everyone in attendance at the meeting:
 1. **DIBELS** assessments for math and reading are completed for the fall testing.

2. **Tea and Tears** was well attended.
3. **Fall Student Pictures** taken – **retakes & class pictures Tuesday, October 2**
4. **Running Club** (Mondays & Wednesdays)– month of September – **40+ students**
5. **Band** – Tuesday, Wednesday, Thursday – **25+ students**
6. **Art Club** – Thursdays –**20 students**
7. **Sewing Club** - Tuesdays – **10 students**
8. **Tuesday, September 4 – Parent/Principal Meeting** – no one attended
9. **Wednesday, September 12** - School Mass with Archbishop Etienne
10. **Friday, September 21 – 6th Grade Potato Harvest** – Bean’s Café Tour
11. **Thursday, October 18 – Pizza Fundraiser** – for sister school
12. **Friday, October 19 – End of 1st quarter**
13. **October 25 & 26 – Parent Teacher Conferences**
14. **Friday, October 26 – Halloween Carnival 6-8 p.m.**
15. **Friday, November 9 – Saint Elizabeth Ann Seton Auction- at the school**
16. **Annual Fund - 2018-2019 GOAL 75% family participation – money amount \$50,000**
17. **Saturday, November 9** – Saint Elizabeth Ann Seton Auction will be at the school and Miki Gym
18. **Enrollment is 168**

Pre-Kindergarten 18
Kindergarten 21
First Grade 18
Second Grade 20
Third Grade 25
Fourth Grade 18
Fifth Grade 26
Sixth Grade 22

- **PVO**
 - A. Presented by Amanda Yocum, President.
 - B. Report handed out at meeting.
 - C. Cash raffle rolled out last week and the Halloween Carnival is happening next month.

- **Auction**
 - A. Presented by Alison Bayer, Auction co-chair
 - B. No auction meetings will be held at night as there was no one in attendance. Five corporate tables have been sold with approximately 24 tables total available for seating. Baskets will be started soon. Volunteers are still needed to help out during the night of the event. Knights of Columbus and Our Lady of the Valley has offered to help but Alison would like to see more parents step into the needed roles. She thinks she has found an individual to act as Art Chair. Reminder that tickets are discounted if purchased by October 12. Bonnie B. asked for information about the auction to place in the archdiocese weekly email which is distributed to the parishes. A brief discussion ensued regarding large item donations and whether all past donors had been contacted. Alison will check on the progress of donor contacts.

- **Board Committee Updates:**
 - A. Finance Committee – Presented by John Estabrook
 - a. School year 2017-18 was budgeted for an approximate loss of \$30,000 but instead saw a loss of about \$25,000 with \$22,000 of the amount used to build the Pre-K facility.
 - b. An \$8,000 grant was received by the Reitz Foundation for Social Studies books
 - c. August 2018 Finance Summary was handed out to everyone in attendance.
 - d. Kurt W. (guest parent) asked about a Pre-K playground and was informed by Kathy that the current playground passed the Municipality’s inspection and thus was approved for Pre-K, especially since they enjoy a separate lunch hour and play time from the rest of the school.

 - B. Facilities Committee – Presented by Brent S.
 - a. No meeting held. School inspection was completed in May 2018.

- b. Kathy will be seeking bids for gates entering and exiting the school parking lot. She will present the gates as a Fund-A-Project during this year's auction event.
 - C. DMPR – Presented by Sarah W.
 - a. Committee met last week. Nice to have a set budget from which to work. Priority will be Facebook ads, professionally designed video testimonials and old-fashioned promotional items such as license plate frames. Amanda suggested creating an annual hashtag for the school.
 - D. Curriculum Committee – Presented by Jackie H.
 - a. Committee report was distributed to the board prior to the meeting. Benchmarks are done. Math curriculum is in reviewed with text requests having been made to publishers so as to align with current standards and Terra Nova testing. It will be rolled out to teachers and public for review before a decision is made. No discussion.
 - E. Strategic Planning – Presented by John E.
 - a. There is no one to chair this position. Jackie asked whether Pre-K has been added and what was expected of the strategic planning position. John reviewed the basics.
- **Catholic Schools Update – Bonnie Bezousek**
 - A. No report.
 - B. John mentioned that he has spoken with John Harmon, Chancellor of the Anchorage Archdiocese. He gave a brief background on John and then suggested that the board can meet with John at any time to pose questions or for a discussion.

Task Assignments

1. Jamie will email the Board Member Agreement to those members who have yet to sign the form.
2. A reminder for all Board members to donate to the Annual Fund.
3. Alison will provide the school's auction event information to Bonnie for publishing in the Archdiocese weekly email to parishes.

- **Closing Prayer:** Fr. Patrick

- **Adjournment:**

- A. Next meeting: Monday, October 15, 2018 at 7:00 p.m.
 - B. Sarah moved to adjourn; Brent seconded. The meeting adjourned at 7:41 p.m.

- *Prepared and Respectfully Submitted by Jamie Adler, Board Secretary*