



Saint Elizabeth Ann Seton School Board Meeting Minutes
Monday, November 19, 2018
7:00 p.m. – Spanish Room

- **Call to Order**
 - A. 7:03 p.m. by Lisa-Marie Ikonomov
- **Attendance – No Quorum**
 - A. Members present 5/11): Brandy Pennington, Jamie Adler, Lisa-Marie Ikonomov, Amanda Yocum, Jackie Hoover
 - B. Members absent 6/11): Chris Ori, John Estabrook, Brent Sanders, Jenia Jarrett; Sarah Ward; Jenia Jarrett;
 - C. Staff present: Carolyn Bradshaw; Kristin Starr
 - D. Others: Patrick Muller, Bonnie Bezousek, Kathy Gustafson
- **Opening Prayer:** Brandy Pennington
- **Guest Introductions:** Welcome to those in attendance.
- **Review and Approval:**
 - A. **Agenda** Deferred to the next meeting in December.
 - B. **October minutes:** .Deferred to the next meeting in December.
- **Lumen Christi report:** Patrick Muller brought the Lumen Christi Messenger as a handout to all in attendance.
- **Public Comments:** None
- **Pastor's Report:** None
- **Principal's Report**
 - A. Staff Evaluations are almost complete, only one left to finish.
 - B. Annual Fund = \$20,000
 - C. Third Graders will be reading buddies for the Pre-K beginning in December
 - D. The following Principal Report was previously submitted to each board member and passed out to everyone in attendance at the meeting:
 1. **Box Top - \$496.50** Check in December 2018 – **Fred Meyers \$139.00** quarterly
 2. **Parent Teacher Conferences** - October 25 – 100% participation
 3. **Staff Evaluations** – completed
 4. **Thanksgiving Drive – November 1-19** - Donate to Head Start by the 5th graders
 5. **Thursday, October 18 – Pizza Fundraiser** – great success - **\$239.00**
 6. **October 20 & 21** – Kathy Gustafson attended the Principal Conference
 7. **Friday, October 26 – Halloween Carnival** – cotton candy and snow cones a big success - **\$5,112** before expenses of around \$500 (cake auction \$401)
 8. **Thursday, November 1 – All Saints Day** – Kindergarteners dressed as Saints and did a parade after Mass – The Kindergarteners gave Saints presentations for their parents.

9. **Monday, November 6 – Principal/Parent Meeting** – almost 100% attendance
10. **Friday, November 9 – Saint Elizabeth Ann Seton Auction** – everyone did an amazing job! It was a great night showcasing our school!
11. **Open House – Sunday, January 13, 2019** – 11:30-2 p.m.
12. **Catholic Schools Collection – January 26 & 27**
13. **RTI Conference for teachers – January 26 & 27** – will use ASD Title money
14. **Thursday, December 13 – Christmas Program** 7 p.m. – in the church
15. **Annual Fund - \$17,664 (last year \$16,463)**
16. **Enrollment is 169**

Pre-Kindergarten 19
Kindergarten 21
First Grade 19
Second Grade 19
Third Grade 25
Fourth Grade 18
Fifth Grade 26
Sixth Grade 22

- **PVO**
 - A. Presented by Amanda Yocum, President
 - B. Report handed prior to meeting and as a handout at meeting.
 - C. Jackie Hoover asked if PVO has solicited the Parish, ideas presented would be Amazon Smile, Box Tops, etc.
 - D. Six envelopes will be sent out in the Communications folders next week.
- **Auction**
 - A. Presented by Patrick Muller, Auction Co-chair
 - B. Still working on preliminary numbers but expenses were less than 50% of last year. Next year's Auction date has been set for Friday, November 8, 2019! Paul McGuire and Sals of NY have been booked for next year. Planning to increase seating to 10/table and increase price of entry ticket. We seated 23 tables this year. Discussion ensued regarding the Head Table and ideas for it.
- **Board Committee Updates:**
 - A. Finance Committee – Presented by Jamie
 - a. Parish has a cash flow situation and has asked for \$1000/month from the school.
 - b. Brandy P. asked if we have a wait list for Pre-K next year. Kathy mentioned that there will be sibling preference and the Archdiocese has suggested we consider a tuition increase next year.
 - B. Facilities Committee – Presented by Kathy G.
 - a. No meeting was held. Safety inspection is upcoming. The hole in the third grade window will be fixed. Waiting on Auction numbers for funds that will be spent on the parking lot gates. We need \$8800 and we would like the parish to pay half of the expense. Deacon Kurt Adler is working on parish side.
 - C. DMPR – Presented by Kathy
 - a. Meeting was held with Kathy and Brandy present. There is an inconsistency in our marketing; we should look at block advertising, Brandy suggested. Can we use a checklist instead of comparisons for an enrollment advertisement? Let's send two or more questions – what kind of changes do parents want- to Lisa-Marie who will compile them for a survey to send to parents.
 - D. Curriculum Committee – Presented by Jackie H.
 - a. Math is still under review. Social Studies webinars are going to be set up for teachers to rollout implementation. No discussion.
 - b. Strategic Planning – No presentation.
- **Catholic Schools Update – Bonnie Bezousek**
 - A. Catholic Schools Week Mass will be held at Our Lady of Guadalupe on Monday January 28, 2019 at 10:00 a.m. with Archbishop Etienne.

Task Assignments

1. Lisa-Marie will send an email to Kathy to be sent out to all school board members.
 2. Brandy and Kathy will work on a Survey Monkey to be sent out to parents.
- **Closing Prayer:** Kathy
 - **Adjournment:**
 - A. Next meeting: Monday, December 10 at 7:00 p.m.
 - B. The meeting adjourned at 8:10 p.m.

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