

St. Anthony Board of Education Minutes
Tuesday November 21, 2017 6:30 p.m. Library

1. Opening Prayer Father Dan
2. Roll call: Monsignor Chiodo. A Ruth Sereg. P Mar Porter. P Joe Fitzgerald A
Carolyn Lavorato P Harry Reed P Lisa Darnell P Jennifer Wong P
(Welcome to the Board Jennifer)

Mike Sullivan A Father Dan P Dr. Bonday is present

Administrator: Dr. Joe Cordaro P

Faculty Rep: Kari Howard A

DRE: Melissa Hill P

Accountant: Mark Paris A

Home and School Rep: Jacinda Bevilacqua A

3. Approval of Agenda: Harry Reed and Lisa Darnell
Motion carried
4. Approval of Minutes: Harry Reed and Joe Fitzgerald
5. Audience Concerns: No Concerns
6. Reports:
 - a. Msgr. Budget/Business Manager Reports: Mark Paris
Review Budget/Business Manager Reports
Mary Porter ask Dr. C, do you remember when the government subsidy comes in? Is it all in one check? (Dr. C) Subsidy for what? (Mary Porter) The \$11,000.00 subsidy for cafeteria income. (Dr. C) It comes in Monthly or something like that, the UPK comes in twice a year maybe? Not really for sure would have to check. Would have to check with Mark on that, is Under income on the first page Government subsidies, under lunch room, 3rd row from the bottom, Father Dan's says actually that it comes in whenever, no set date. Hopefully that will be zeroed out, Mary's response was did not know if he had it typically get it by August, or typically gets it by October and that is why he had so much of in the October month income, Dr. C response No it just moves it along. Let's check, now he had it booked out that 2,300.00 would come last month and 8,600.00 would come this month, he must be anticipating in getting it early in the year. How would he even know what it is until we send it in? What is that subsidy from? Isn't that being reduced? Yes, we get that all year long so why would be budgeted into one month? Well that just the amount that month, Okay. (Dr. Bonday) can I ask a question? (Certainly) Is your difference in your tuition collected due to loss of students since the beginning of the year Is that why your tracking \$6000.00 behind? Father Dan's response is yes. Okay. Do we know what anticipated year impact that would be? I'm just thinking that we are trying to get \$6000.00 now what are anticipating that to be by the end of the year? We have lost what 5 students since the beginning of school? We have lost 7 as of right know. So that would be that times the cost of the tuition, they would not know that yet, some of them just left they would not know that yet. Is any of that uncollected? Meaning people are in the rear already or is that in a different category? (Mary) sorry to jump ahead, but looking at the secretary report and our budget number well this is for 16-17, the budget number is 327 for K-8th, (can you have her update that) so then we are 7 less, so if she can update, both needs updated. We are down 7 for the year for

what was budgeted, and do you know what the total ppk-8th count was? The budget for that one. Shows up under expenses in the bad debt, so we haven't written off since never collected from them since they were not here that is why it shows up in a negative area in income. Do you why we over by about \$4000.00 on Teacher salary? Substitutes should be on a separate line, right substitutes are under substitutes, that could be easily be budgeted based on the contracts at the time of the year when budget was done, probably has to do with the salaries were that had to pay them. We had budgeted for the current staff that we had at the time and we had to replace 7 and did not hire a few until August. There could be some difference there, we weren't paying Patty, so we would be under, and the subs are higher so that would offset that.

Look at building and ground expenses over budget, basically rebuild a HVAC which was about 12000.00 part of school and part of parish.

Will have to look at replacing some compressors, commercial ones are 10 years you would be looking at another 20000.00 for that. some of the bishop campaign was supposed to some capitol, right but we have spent all of that, it went towards two new roofs, last fall had boiler issue and some of the grounds works have come out of that. On next year's budget we are going to have to include this potential repair, we did have a fund to take that out of normally, so know we do not have that fund any more so next year will have to be budgeted more for this potential repair. Next year the budgeted repairs will be more. There are a multitude of those things. Unfortunately, our facility is old. We do have maintenance because of that. Does anyone have any other questions over Budget/Business Reports?

1. Long term strategy to increase pay scale (increase revenues sources).

Father Dan was not able to get together, so will try to get done this month and have at the next meeting. Mary Porter: we definitely need to keep thinking about how do we increase our revenue streams so that we can increase teacher pay, have been pondering about for a while that we go through having increase in tuition every year, basically air mark tuition increase so teacher salary increase so that we can try and keep with 3 % increase, so one of the items that we can do is take some of that increase and maybe start a plan, were we start increasing the steps, I know that if we start increasing the steps for everyone into some of our highest competitors that's a couple hundred thousand dollars. But if we could tear this out just to get a little bit of traction and movement, I think this would help, so if we can increase that scales, (throwing out random ideas) so if a teacher has zero to five years and increase that scale to match St. Joes, I think is the next lowest and then the next year increase the pay scale for the teachers that have 5-10 years of service, so on and so on. Maybe match the allocation or do something with the tuition increase just start the process, because any type of Revenue increase, if we look at something like a day care, something like senior housing that's the 5 to 10-year plan at least. The way that Joe and I have divided this with him looking at the 5 to 10 years and with me trying to work on the marketing to try and stabilize our enrollment potentially increase but would help us with the one to two years. But would also position our tuition increase. Is there a financial analysis that Mark could do? Father Dan will do some checking. Mary ask if there are any other questions? Carolyn ask has there ever been a business alliance? The reason why asking is the School that she was affiliated with used to have Weitz Construction as their business partner. Weitz would team up with the school, for example they would have the kids decorate pumpkins and they would auction them off and raise a lot of money for the school. I am just throwing that out there. Dr. C. or Father Dan, Dr. C there has been things like that, just could not draw the big name, the

model we need to look at is Holy Family is doing that, they have a foundation set up. It is done by business, I believe that is the model to look at which would get the numbers up, start looking at that type of foundation. Father Dan says that is the most realistic thing that we have is building up the foundation and we should start getting something from that this year or next year, from the Bishop Foundation, that we put aside (God's Gift) I think this is the last year then after that should be getting some interest from that, we put in there. Did it all go into an endowment, I think they put 30,000.00 in there, not a lot but it is a start. We have a trust fund from Birkstrums that we just got and was going to discuss with Mark on how to use it and maybe put that in to a foundation. Maybe consider what Holy Family is doing and maybe that can work for us.

Harry ask if the Iowa Legislative voucher is going to come up again?

Dr. Bonday's response was- It is The Iowa Ace Board is sort of taking a two prong approach to legislative session one is to look back at a voucher program but probably not comprehensive because the early budget predictions were not great, so looking at starting smaller maybe for students just coming into kindergarten starting with that point across the board, with the idea that the public schools aren't losing money those kid wouldn't be matriculating in the first place, but also have a need to look at increasing the tax credit scholarship money so were trying to balance that out, because of all of our Dioceses across the state the perception is that they need more funding because we are running out of dollars, so the idea is how do you take that two prong approach to potentially bring in the pilot program, but also try to increase that \$12,000,000.00 capital cap on the tax credit scholarship money. There is a twelve million capital on tuition tax credit across the state there are multiple organizations each of the four dioceses as well as many Lutheran groups that can raise or provide those tax credits we ran out very early, so the credits wind up being assigned based on the enrollments with in your system, our enrollment here in Des Moines has been dropping in the last several years, so our actual allocations have dropped modestly. We stay sort of give or take right around that three-million-dollar mark for funds that we have across. Dowling receives almost 1 million of that 3 million tax credit scholarship money that's generated just based on the cost of their tuition and obviously the number of their students. Based on the latest number's Holy Family receives about 85% of their students are receiving CTO funds and then SAS are about 54 %, Christ the King is about 52 %, then we drop some 40 odd % at St. Joes and there is a big drop for the whole rest of system, meaning the other schools within the dioceses. Will they allow you to be able to budget more? That is part of what we are going to be lobbying for, Iowa Ace is the choice organization for the state have retained about 4 hundred thousand grant money from Ed Choice which is a national organization that actively works promotes private education across the country, we only utilized a little over 200 thousand of that last year, and retention of a lobbying firm, public relation firm that helped pushed messaging out, responded editorial's, those type of things lobbying at the capitol, working on that plan again, with regards what it looks like again, some modest form of ESA trying to push that and making sure we get a bill out of committee, as well as trying to see if we can take that 12 million dollar cap and try and try to increase it to at least 15 million if possible.

- b. Home and School Report: No Reports Home and School is working on some STEM initiatives and even within that meeting there were many resources shared, I know in the past I've shared the name of the women that is with the Drake STEM program.

- c. DRE: Melissa Hill 170 in k-8th, 54 in confirmation and we have a high school youth group and a middle school youth group, and they are doing bowling party in November and still need catechist. We have Adult faith going right now, is on a series put out by Augustin Institute on Relativism. Also have a book study that Monsignor and Melissa does do during the day and Face Book Live.
- d. Administrators Report: This month's Events:
- November 22-28 Thanksgiving Break
 - November 27 Professional Development for teachers
CPR training/Literacy work
 - November 28 Dioc. Admin. Mtg.-all day
 - November 29 MERT meeting (Emergency Response Team)
 - December 1 4th to DCHS Winter Play
 - 4 Advent # 1
 - 5 5th to Drake Women's game
K-2 Christmas Concert, 6:30 in hall
 - 6 Reconciliation grades 3-8
 - 11 Advent #2
 - 12 Christmas Band Concert, 6:30 in hall
 - 15 4th and 5th to Nutcracker (two SAS Students are in program:
Isabella Davis 4th and Tessa Faris 5th)
 - 18 Advent #3
 - 19 BOE Mtg., 6:30 in Library
 - 20 Adoration
 - 21 Candle Lighting, 10:00 in hall
Noon Dismissal
 - 22-Jan. 3 Christmas Break
 - January 4 Classes Resume

Special Notes:

Music in the halls: Beginning December 18 through 21, the SAS band and Choirs will be alternating mornings before school with short concerts before school (8:00 to 8:20 am)

Marketing information: Marketing materials from the Diocese will be distributed to member for informational Information. Advertise about our adventure club, Face book with introducing the home and schools, try and build the system up, over thanksgiving going to put together a video of our two ladies, telling how great our adventure club is. Emphasizing our new management, the new things that they are doing and hopefully start drawing new in, will be on our web page, face book and number of places.

Next Focus Registration coming up in February scheduled an information night for Spanish immersion for February 8th inviting people to get our social media out and invite as many as people that we can with that.

Then how can we retain students that we have?

Mary would like to add one of the ideas of the parent's Spanish immersion forum in terms how do we work with the larger schools, how do we work with the Des Moines visitor convention bureau, how do we work with Chambers of commerce to let HR directors know that are trying to recruit different executives, or individuals know that we have a Spanish Immersion program. Try and get our name, if you go to like a well/mark or principal they have all these employ discounts and if we would to offer a \$200.00 discount off the registration of your first child, that would position the HR manager to go you're going to give all of our employees a \$200.00 discount sure I will put you on the list and maybe with any

new employee the HR manager would introduce this to them. If the Board agreed to the 200.00 discount off registration for a child. Any objections to that? No objections. In the coming year would like to try and get it out soon, because February is when we start registration. When we get students in or transfer in it is usually later. Would like to work with Jacinda on the marketing.

Our Band Director Mrs. Gervais is putting out a newsletter, which is great! Giving information about the band to our students also gives a calendar. We have 3 kids in Honor band this year. I do know that she is new, but I do think that her entering our program is a big plus.

Another thing that is not on here is the sign language, Selena Estrada is a 7th grader and she is deaf she must have a signer with her everywhere she goes in school and she follows her around every day but has volunteered to teach our kids sign language has started in September and is nice to see some of our kids learning.

Chrome Book update: Before the kid received their chrome books the parents would have to sign a form and then return it before receiving their chrome books and 2 in 6th grade have not returned the form, so they will not be able to get the chrome books until those 2 forms have been turned in. Teachers are excited about getting this started, parents are already getting charged started in November.

1. Five Year Strategic Plan: Updated on website, Double check. The new development for the five-year plan are that survey, finished the main part of the survey, finished main part of the survey, have ordered, will look at final draft at next meeting, and then the next thing will be on the individual class surveys, do a general survey to everyone, which include things like busing, cafeteria, tuition and everything, communication. Then to individual classes, will ask questions How is math doing? Are you satisfied with that piece? Religion, and things that pertain to that class. Will get to you before giving out. Surveys will be sent out by paper. Teachers and committee will compile the notes. Check in to advanced Ed it would automatically compile your data for you, you can create your own instrument in it, but is you must send it electronically, it will do the data analysis for you. Will have to consider that.
- e. Adventure Club Report: All Day 7, PM only 3, B/A DHS students 7, Extended Care 9, Extended Care DHS 2 Total # 28
- f. Secretary Report: Loss 7 Students, 4 from 2nd grade English and 1 from our 2nd grade Spanish and 1 from 7th grade, in that group 1 moved to State Center, 2 moved to Mexico and then the rest to local schools, (this is a lot of Students), Exit letters have been sent out, so we are at 320 now for students and we budgeted for 327. Have any given reasons why? I understand the one's moving out of town, but the others have they given a reason why? Will be discussed in executive
- g. Health & Wellness: Unfortunately, No Meeting they said that would be the 4th Thursday but it would be on thanksgiving Harry did speak with the 2nd grade Spanish Teacher and she said she would email him but has not received yet.
- h. Recruitment and Marketing: Dr. Cordaro covered this in Administrative reports: Nation research of what NCEA expressed interest in developing better marketing for catholic schools, to better understand the perception of catholic schools. Why people attend the catholic schools and why they do not. 5 key things, Research learnings, 1. Patents today are

savvy, informed customers. Things to evaluate schools, line that we are trying to get a lot of social media recruiting, getting people to look at face book, do a lot of sharing, try to get as much out there as we can. so, it blossom's out well. 2. Catholic schools are generally failing to make the grade with parents today, including among Catholic's. A majority believe that there is too much emphasis on religious teachings and not enough in critical academic areas. It is the perception of the parents.

But if you look at all the surveys that have been in the past several years that religion is not number 1, the reasons to come to the catholic school it might be #3, it could include structure, include academics and #3 is the religious studies and then it goes down from there. That is evidence that this is the reason why the lack of attendance at mass or anything parish centered they want to come to a private school not a catholic school.

Mary says I do not mean to digress, but Dylan literally told me (he is in 5th grade and they are having test over who can say the Our Father and the kids are failing it). These are national surveys it is not something we did here. We have been trying to hit personal social networks and on line social networks, trying to offer robust programs like Stem that we have been trying to work on for about a year.

#3 Hispanic Catholic parents are among the groups most critical of the products offered by catholic schools. That embrace the Spanish culture which we have the Spanish Immersion program. They look for technology and we are pushing that as well. #4. Religious instruction remains important to parents considering catholic schools, it does not drive their choice of schools. Again, that is not the emphasis not saying that we do not emphasis it, but we must recognize what people do recognize. 5. Concerns about the affordability of catholic schools. In Iowa I think the affordability is much better. Then if you went out of state or cross the border. With \$3100.00 for our tuition, 8 or 9000.00 across the border any one state that you go to that they just don't see that.

7. Old Business:

A BOE Committee Reports:

1. Budget/Tuition Delinquency: Ruth Sereg-1 exit letter has been set out and I believe 3 or 4 more will be going out due to no payment on their tuition, the Exit letters that are being sent out are they need to pay, or your child cannot attend school, this is for 90 days past that no money has been paid for their tuition. I am not 100 percent for sure if they are receiving any CTO Funds. The Angel fund is for to help in very serious situation.
2. Tithing and Attendance: Ruth Sereg hopefully I will have an update at the next meeting.
3. Mentor Program: Mary Porter did get the October email out and got the November email out normally I have Kari and Marisol look over but have not had chance, so the letters will go out based off what had sent last year but updated for this year, trying to get email for a few that are in kindergarten English and kindergarten Spanish hopefully they have given their emails now will have to check. From the October new family email that had went out did reserve 1 table at the Halloween dance, Good news. I had a new mom reach out to her and Mary had directed her to Dr. C so hopefully she will get ahold of you.
4. Research, Curriculum:
 - a. Constitution and Policy: Carolyn and Mary have met to start the review of the policies and the constitution and policies.

Sec 2: is regarding duties and the functions of the parish board of education. The BOE shall be responsible for all aspects of formal educational programs of the parish including the school, the parish catechetical programs and adult education programs.

- Most of our BOE meetings are spent on the school, are we fulfilling our obligation to other educational programs? Dr. Bonday interims of supporting the Religious programs, are we really fulfilling that duty? Are we supposed to be doing more? Melissa, I had talked to you about this interim I wanted your input interims of, are we really kind of a school board or are we a board of education? I know how it is written and what we are supposing to be doing, but are we not fulfilling that duty? My understanding is that it was changed many years ago from the school board to the board of education for that reason. (This Board has never done anything Like that) Carolyn-The Board of education applies this big umbrella that if you're looking at all education then you are looking at religious ED, adult ED, I think this is way more than we can take on as a Board, this is what Mary and I had talked about, Melissa finds interesting that it is even called a parish education I did not know that it was even named that. I have been here for 5 years and I have never once brought anything to this group or really received much it has always been just Me. There has never been a devour take and I have opinions about religious ED in the school and I would love to be part of that process. I do not believe that this board has ever been set up to do this. Dr. C says we do not bring the budget out of there either. Melissa Hill is DRE and she will continue as she has been doing loves being part of the religious education. Mary Porter asks how do other parish's do it? Do they operate as a school board or do they operate as board of ED? And so, what is the board of ED doing? Father Dan if you ever had kind of a vision kind of a conversation with monsignor? I would like to know if I am at something and am not providing the support that we need to do as a Board need to be doing more than let's keep working and trying to find more volunteers more committees, I never realized that the board was supposed to be doing all that. Dr. Bonday-so where it has been defined as the board of ED typically I would say yes, everything does fall under that umbrella, works in many cases works a lot like it does here the DRE is coming in and making some sort of report. The reason it was falling under the same umbrella obviously utilizing the same facilities, scheduling there is a reason to maintain that dialog and that sort of collaboration the parish side and the school side in other locations there are realized they are not spending a lot of time on the religious Ed side of the house and some of those locations there has been 8 catechist board that has been created to support the efforts on the faith formation side of the house. If the parish desire to have more input then typically would be provided by the School Board because of time and focus, it does depend on what the leadership wants to see happening. Melissa - has any questions she can go to father Dan, Monsignor. Catechetical leaders in the dioceses has a monthly meeting. Were all the catechetical leaders meet, it is a wonderful support for all the DRE's, youth ministers. Most parish this size have a DRE and a youth minister, and an adult faith person and I am it for here. The dioceses have a list of approved curriculums and there is lots of supports. I wished that we could use the same curriculum in the school as in the RE but have not been able. Thank you for bringing up

Sec 2 number 6:

This Discusses planning and maintenance and facilities – how do we fulfill this as Buildings and Grounds no longer exists? Do we have a school planning and maintenance committee that feeds into BOE & Parish council for this one? Table this until Joe is present. There used to be parish building and grounds committee and had two Board members Joe Fitzgerald and Dan Scigliano and has dissolved. Board of Ed perspective I get that we can't do everything for the parish but interims of this is part of our constitution and we are being hit with 20000.00 expenses do we look at having Joe or one of our new members do something for the school. Harry might be interested. Mary ask if Joe can attend the finance meetings? They are not open meetings. Maybe look at the what needs to be done with the school (put a list together) maintenance needs to be done and be able to take a list to mark and start there.

Sec 2 number 9: Dr. Bonday Thank you for being here.

Over the past several weeks it's come in that one of the duties and function is retain personal according to defined policy. Do we need to take that out? (Dr. Bonday-response) Yes, you are an advisory board you should have nothing to do with personal issues.

Article 3:

1 A- Membership is not consistent between the constitution and policy.

So, in the constitution is says the members of the Board of ED should be the pastor, DRE, and 8 elected officials Leave in the constitution and remove out of the policy. Pastor, principal, and DRE are all ex officio non- voting members, and there are 8 elected voting representatives is how to write it. Mary- accordingly to our policy, Members of the St Anthony Board of Education shall be the pastor and 8 representatives. We do not have principal and DRE here, but we do have principal and DRE here, she is assuming constitution is right and policy just needs updated. Father Dan- actually remove out of policy, you defy in the constitution you do not need it in the policy. Mary- the other thing in the policy, Dr. C- DRE and principal are non- voting members. Mary is going to put a coma in after pastor, ex officio. So, then the pastor is voting. No, he is not voting he is the tie breaker. Dr. Bonday – You can pass the policy out of the board, pastor does not have to implement. Your advisory you can make all the policies decisions in the world that you want to, and they still go to the pastor and the pastor still gets to determine whether he is going to pass them, implement them. Mary- The way this is written in the constitution it stands with an addition of a coma after pastor ex officio. Father Dan –No it would go after. The pastor ex officio the DRE is but the principal is not. Dr. Bonday- you can write it Pastor; Principal & DRE are all ex officio non-voting members and there are 8 elected voting representatives. That is how I would write it to make it clear. Mary-Okay will do that. Mary-not to jump ahead to the policy but just the reason why the policy is there it talks about discernment

1B – Program Directors – (FYI) we are supposed to have these

In addition to us being Board of Ed members, we are to have program directors, Additional volunteers that shall be responsible that would like to roll up to us as Board of Ed members per ministering the policies and to the repetition diocesan personal for each educational program that is governed by the board. One of the programs shall be considered the executive officer of the Board. Dr. Bonday- that's effectively happening, so in this case your program directors are your principal in your school. Melissa Hill is your DRE and adult faith formation, so your program directors are already here, providing information. Mary ask if she can put in parentheses administrator and DRE? Father Dan says sure. Dr. Bonday- Whatever is necessary for clarification for people. Mary- so then who is the executive officer? Father Dan-you are. Mary- we will come back with verbiage recommendation on that

2 - Term is three years, we need to update for how terms can be extended, or we need to stick to three years. Dr. Bonday-Standard is three years and the ability to renew once, so you can serve a total of 6. That is pretty much standard language on all diocesan committees everywhere finance councils, school boards. Mary- is not for sure she can do two terms, how do we? Dr. Bonday- you wouldn't necessarily have to stay on as president even if you had finished one term, the idea is you create some degree of continuity, your knowledge in staying in the group to help the new chair. Come back with an official proposal of it

4 – When the term starts/ends in inconsistent between the constitution and policies. Instead of saying Board membership and discernment it should just say Board discernment take out the first line and say, outgoing members of the board will contact those interested and recommend person for appointment for the Board. The pastor and the current board members will conduct a discernment process prior to the June meetings, the pastor will make a final decision. A person's term ends with the June Meeting. June is logical. Will come back and make a wording on this There is a policy that you can never have more than a 1/3 board turn over in theory we should have 3, 3 & 2 Will have to notify on our term years

Article 4:

Sec 3.1 Does not list signing contracts, as listed in the policies.

The President shall reside at all regular and special meetings. In the policies it says that the chair signs off on contracts- Remove out of Policy

Article 5:

Sec 5 – States there must be a petition to the BOE in advance to have an item discussed in Audience concerns.

- We need to either need to update this or follow it: if it is to be followed, it needs added to the handbook. Or we need to take it out of the constitution to allow for people to come and address the board. Carolyn-well you do not want to set a negative president, you don't want them to feel that they have concerns but I am not welcome here. Ruth- that is how they would feel if you would say you did not petition, you did not have us approve it, Melissa- a lot of things come up that you don't have time to petition. Dr. Bonday- in theory if you have an open form as part of your normal agenda at the beginning of the meeting

they could ask to speak and that in theory could be the petitioning that they are here, and they asked for time and then you can certainly put in some time restrictions, otherwise that gets out of hand, which the time is in there on the agenda, then do the advance of the meeting. At the beginning look at the agenda you are indicating do we have anyone that would like to present during open forum you're entitled to 2 minutes and then you see how many hands go up and that's who's presenting and that is sort of how you met that requirement. So again, that will be part of us reword and send it 2 weeks in advanced so can be approved at our December 19 meeting to vote on and approved, before it is put in the handbook it must be in here. Father Dan- what I would do is break up number 5 sec 5 so that one you talk about non-members and then it starts executive session, that should be a separate section. So, in sec. 5 these are the members, and these are when they can speak and add in there once the business meeting starts audience participation ends. All decisions are made around this table not outside this table. Maybe word that in there also. Carolyn-So, do you think that should be a different section Dr. C? Dr. C- let's say you can divide 5 into a couple of section's.

Article 6:

- Sec 2 We have tweaked our order of the meetings.
 - We need to either follow the constitution or update it.

Mary- again what ever we need to do we need to either follow or need to too change it.

We have: Prayer, Roll Call Approval of Agenda, & Approval of Minutes we are all good on those. Reports kind of good on, we have Home and School, DRE, Café Reports? Why do we not have that on there? Remove Café. Add Adventure club in their Father Dan – What is the purpose of getting the adventure club report? Mary – The same thing as the secretary report to see if there is problem in the school or in the program in the interims of loosing numbers, the enrollment and there is a direct budgetary impact to that as well. Father Dan – so we loose numbers then what do we do? Mary – then we make sure the Exit surveys are going out, because that is one things this year that we are making a renewed commitment to do. Father Dan – I guess what I'm trying to get to is it is probably more personal issue. If the numbers start going down, then it becomes a personal issue. I am not sure we really need that report. I can see adding that to Dr. C report.

Mary- Okay so principal report include enrollment for school and adventure club concerns, enrollment concerns.

Lisa- something that comes to my mind we talk about marketing and promoting our school these are all aspects that we need to be mindful of things to put out into public social media, so noteworthy things from adventure club, from other areas are important so we try to grow enrollment. Dr. C- and a lot of those reports we think about negative things, when you look at the band with the newsletter it was positive. Mary – Okay so we will leave Principal

report, leave Health and Wellness, Change finance report to Budget. Dr. C – do we have a representative to the pastoral council? It just came up we change the format of the pastoral council just last month, and it only meets once a quarter. Remove pastoral council. And will leave Recruitment and marketing, Old Business, new Business, Adjournment, closing prayer and executive session if required. Carolyn do you have other questions you want to go through? No

We are half way through policy, so hopefully at the next meeting we can vote on constitution and ½ the policy and then in January do the other ½ of the policy

8. Next Meeting: Tuesday December 19, 2017 at 6:30 p.m. SAS Library
9. Adjournment: Mary Porter
10. Closing Prayer: Father Dan
11. Executive Session: yes