

St. Dominic School Board Meeting, August 4, 2010

Called to order at 7:10 pm with prayer by Susan Giddings.

Board Members Present: Jennifer Mize, Harold Robinette, Dan Simpson, Debbie DePollo, Scott Schallon, Marie Wilson, Susan Giddings, Susan Barnes

Also present: Frances Ashley, Mary Jo McCarty, Karen Schallon, Joanie Hrivnak, Karen Lewicki, Traci Strohm

Initial discussion of tuition aid report provided to Marie by Fr. Nolan after the 7/29 school board meeting. There are some discrepancies and **Mary Jo** will follow up.

Review of prior set of meeting minutes – July 29. Motion made by Scott to accept, seconded by Susan G. and unanimously accepted.

Karen S. will coordinate setting up the library on Thursday afternoon and will request help as needed.

Andy has finished the draft brochure. Need to bring some of the flyers to the church.

Action Item: Request permission to address the congregation at the end of August about the school.

Complete: Marie will address the congregation after all Masses on the weekend of August 14th and 15th.

Bill Coleman will be unable to participate on the school board due to personal issues. Marie made a motion to accept Bill's resignation, it was seconded and unanimously accepted.

John Goglick is the alternate and we will ask him about joining the board as a voting member. He has requested to resign from the Building and Grounds committee and concentrate on Technology Development.

Action Item: **Marie** to talk to John Goglick about his status with the board. Consider identifying an alternate if John is promoted to a voting member.

Action Item: **Mary Jo** to provide handbook and bylaws to Harold and John.

All remaining action items have been completed and cleared.

School Objectives

Some grammatical suggestions were made and recorded by Marie. Susan made a motion to approve by content, it was seconded by Dan and unanimously accepted.

Enrollment report

55 enrolled in K-5 / 46 in CDC (77% Catholic in elementary, 66% Catholic in CDC)

Action Item: **Marie and Lucien** to develop key messages for addressing the congregation after Masses the weekend of August 14th and 15th.

Action Item: **Debbie** to contact St. Mary's and St. Ann's and inquire if they have a waiting list so that we could offer those students a Catholic education.

Back to School

TCAPs will be compared to national scores for the first time this year. Anticipated date for release of scores is October / November. Iowa test scores for St. Dominic's are available and should compare favorably to the TCAPs. We should take advantage of this opportunity to publicize our successes (church bulletin, newspaper, flyers, etc).

The board discussed using the 65th anniversary celebration theme in all future advertising for this 2010-2011 school year.

Action Item: **Marketing Committee** to determine date for 65th anniversary celebration, which may be a Mass with dinner following.

Action Item: **Joanie** to provide information on Iowa stats to school board.

We will strive to make email communications the preferred method to reach parents.

Action Item: **Susan** to share HASA email list with school office.

HASA update and 2010 plan with budget

HASA information sent out with back-to-school mailing. Budget based on historical spending / fundraising.

Budget discussion

School board has most control over costs associated with running the school (electricity, water, buildings & grounds). We will continue to be good stewards and work to reduce the costs that are in our control. We will keep track of all income, including proceeds from fundraising.

Action item: **Everyone** to send in their wish list items to Marie.

School volunteer core discussion

It was suggested that HASA establish a notebook for tracking volunteer hours. Personalized name badges were discussed for all volunteers, school board members, and HASA board members.

HASA will also create and maintain a list of volunteers with their preferred volunteer activities.

Action item: **Traci, Karen S. and Jennifer** to work together to create name tags, volunteer notebook, and name tag storage box. Develop a one-pager on volunteerism (including how to access the volunteer lists and who can do it) for review by the school board.

Marie made a motion to implement a policy of service hours (phased-in) with a goal of 10 hours per family for this school year. Seconded by Susan G. and unanimously approved.

Building & Grounds proposal

Need to establish a work order process for maintenance activities so that requests can be prioritized and tracked. This can be used to establish a list of volunteer opportunities. Building and Grounds committee members will have to coordinate opportunities for volunteers to be at the school.

Efforts at the school to conserve energy and water could potentially be of benefit to the church facilities. The school can serve as a pilot program for these improvements and the learnings can be shared with the Parish Council.

Meeting adjourned at 9:30 pm with a prayer by Debbie.