

Holy Family - St. Mary's School Board
Monthly Meeting Minutes
October 20th, 2016

Board Members Present: Maura Ferguson, Msgr. Brian Donahue, Katie Mayer, Mrs. Dahl (for Mrs. Nupdal), Nick Korynta, Shera Brandvold, Jennifer Hoffarth, Father Dan, Al Benjamin, Alex Sickler, Tom Eblen

Absent: Jackie Peterson

Call to Order: President Maura Ferguson called the meeting to order at 5:33 pm and Msgr. Brian Donahue led members in prayer.

President's Report: Maura indicated she had just attended the National Catholic Development Conference recently. She is working on a strategic plan for Development of the school. She had many great ideas that came out of the conference. She also indicates that her and Dawn Scott-Larson are presenting a Kindergarten info session prior to Turkey Bingo in November. They are working to invite different local preschools to this event to help spark interest in the school and not just wait until Kindergarten Roundup. Everyone agreed that this would be a great idea. She is looking for parents that may want to help out with this. This will take place in the Gather Room prior to the Turkey Bingo. Maura will also be working on researching and grant writing as a way to benefit the school in various ways.

Principal's report:

- 1: They are looking into new computer options for the teachers. Many of the computers are not working as they are supposed to. They are looking and comparing both a purchasing or leasing option. The cost to purchase the computers is approximately \$15,000 and the cost to lease them for a 3 year time frame is around \$14,000, with the option of buying those computers out at the end of the lease for a nominal fee. More information to come.
- 2: Coupon sales raised more than \$8000 dollars.
- 3: They did the movie afternoon " Finding Dory" in place of the movie night that was to take place.
- 4: MAP testing completed. We will be piloting the STAR testing in 1st, 4th and 5th Grade. The STAR testing is what the public schools are currently using.

- 5: ONE CALL NOW--testing was completed and Connie heard from a few parents that they had not received it. The current list was updated.
- 6: Grand Cities Catholic Schools--will have a music showcase on March 22nd. They just had their first meeting more recently. More info to follow.

7: Upcoming important dates;

- 10/26--GCCS teach meet and greet at SMS
- 10/30--School Mass at St. Mary's
- 11/1--School Mass in place of normal Wednesday Mass for All Saint's Day
- 11/17--Turkey Bingo and prospective student information session
- 11/24--11/25---Thanksgiving Break
- 12/15--Christmas program
- 12/21--Last day of school prior to Christmas Break

Public Time: --No one present tonight.

Committee Reports:

Curriculum; --no updates since last meeting

Marketing--The marketing group will assist with the meet and greet for new prospective kindergarten students at Turkey Bingo.

Technology and Policy Committees--no updates since last meeting.

Finance--Tom Eblen guided us through some of the line items and how to interpret the accounting reports. Some line items from the school budget may be moved to the church budget to better reflect the the school budget. He will be working along with Msgr Brian Donahue and Katie to make these changes.

Old Business:

- 1: Dinner and Silent Auction --They had a meeting last week. All planning is going well. 2: Security--Gates and Locks--Msgr. has met with the Fire Marshall and the City Inspector in regards to making both the church and school more secure. Currently the north facing door to enter into the church is closed and locked at 4:30 pm. Only the front doors remain open until

9 pm. Soon all the doors to the church and school will be numbered to assist for deliveries and also if the ambulance or fire department were to be called. They are possibly look at some way to block off the entrance to the school from the hallway from the church. This would be a structure that would be able to be moved back and forth. Msgr. also discussed various doors that would be locked during the school day to limit entrance into the school. Also the doors to the gym will be locked during school hours. You will be able to exit out of the gym but not into the gym. The amount of lighting in the main parking lot was also discussed. Most felt it could be improved on as well if this would an option in the future. They are also looking into another system to buzz parents into the school during the school day similar to the system that most of the public schools have.

New Business:

1: Teacher/Principals; the Leadership team is working on developing a formal teacher and principal evaluation. There is no current formal process. Katie will be talking to Mary Beth Traynor of the Diocese and what most other Catholic Schools use as their evaluation method. This would be done progressively and developed and implemented over the next 1-3 years.

2: Contract Update: A board member had been approached by a teacher on how the contracts are changed. There are no changes made to the contracts during the school year. Discussion occurred in regards to whether the School Board is in an advisory position or decision/policy making position. The bylaws indicate in some areas it is advisory and in other areas it is a decision making position. We need to look at the bylaws closer to clarify this. Alex Sickler will be in discussion with Stacey Rodney from John Paul the II Schools in Fargo to see how their school boards function. The School Board President also signs the contracts along with the Pastor. This process may need to be changes as well.

Future Business:

Time and place of next meeting; November 10th at 5:30. Place -TBA

Adjournment:

Meeting was adjourned at 6:32 pm by Maura Ferguson, president.

Respectfully submitted

Jennifer Hoffarth

Acting secretary for Jackie Peterson who was absent

