

Ascension School Board June 9, 2008 Minutes

In Attendance: Father McNally, Principal Mary Jo Burns, Development Director Lynn Fredrick, Chair Terry Thiese, Liz Skalitsky (05), Peg Mackey (05), Jason Allington (07), Dan Rodde (07), Craig Shannon (06), Patti Farley (06), Pat Hess (08), Jill Pollard (08), Wendy Schmiedeler (08), Secretary Mark Szaflarski

Beginning at 6 PM Pat Hess (08), Jill Pollard (08), Wendy Schmiedeler (08) were installed as new Board members. A seventy five minute orientation was held.

The Board formally thanked Liz Skalitsky (05), Peg Mackey (05), and Tom Carraher for the service on the Board for the past three years.

The Board meeting began at 7:20 PM with Opening Prayer by Father McNally.

Public Comment

Trish Sheehan requested that the School consider a Formal Nutrition Policy or a Formal Wellness Committee for the school children. Ms. Sheehan is a Nutritional Scientist. She referenced the Archdiocese 2006 policy on Nutrition, 1.05. This matter was referred to the Academic Committee for follow up.

Monthly Reports

Pastor Fr. McNally's Report

Father McNally reported that there are no major summer projects contemplated for the summer. He continues his work on the Capital Campaign and the Stewardship Program. He anticipates that the boiler will be the next major capital improvement.

Father Larry will attend a Priest Convocation, which are held every three years. The influx of priests from other countries into the U.S. and the Chicago Archdiocese will be discussed.

Neil Heskin will continue to be involved in preparation and explanation of the School budget in the coming academic year.

Father McNally accepted with regrets the resignation of Mike Iannaccone from the School Board. The remaining Board members will discern a new Board member this summer, pursuant to Article I, section E of the Board by-laws..

Principal Mary Jo Burns' Report

In view of the influx of additional students in our PK program, the Enrollment Committee will investigate and monitor projected class size for future kindergarten

classes. Adjustments are being made in the use of classroom by the PK Program. Surprisingly, Ascension has had an increase in PK enrollment, even though the public schools have instituted all day kindergarten.

Currently enrollment in PK 4 is 56. The Enrollment Committee should consider the cost of a staff person to assist in the new three day session (\$10,100) against the income generated by the additional tuition (\$12,936).

August 4, 2008 was chosen for a School Board retreat meeting.

Kurt Mackey continues his role assisting the school board on academic issues by assembling information regarding OPRF high school placement of our Ascension students.

Our Terra Nova standardized testing again demonstrated the overall strength of our students academically.

Jody Parrilli, a certified Early Childhood teacher will teach Kindergarten next year. Mark Gartland, who is completing his studies at National Louis University, will teach Second Grade.

Development Director Lynn Fredrick's Report

The Runathon raised net \$32,477.83 which will be used for our school operating budget.

Best use funds available for summer work are approximately \$29,000.

The Reese Scholarship will proceed as a scholarship, not a part of the Sponsor a Student Program.

Jane Houle has volunteered to assist Neil Heskin and Lynn with the Quick Books implementation. The Board Development Committee should be prepared to assist.

An internal audit will be conducted to ensure that all gifts or contribution via credit card are correctly directed to the school accounts.

June 20, 2008 will be our Alumni Golf outing

June 21, 2008 the Alumni Board will meet

June 22, 2008 an Alumni Brunch honoring our Alumnus celebrating 50+ years

Development Goals for the summer include:

- Prepare a Policies and Procedures Manual
- Interface the Sage FR50 with Quickbooks
- Biannual publication of giving report
- Implement new e-communication system, Constant Contact
- Hire a development associate.

Endowment Liaison- Jason/Dan: No report.

School Board Chair

Terry Thiese, along with Mary Jo Burns and Mark Szaflarski, organized and presented the new Board members' orientation.

New Committee membership and Liaisons will be discerned over the summer. There are no committee reports for June. The Committees and Liaison are

Committee Reports

Academics - Patti/Dan: No report

Technology Liaison Report – Terry: No report

Athletics Liaison Reports – **TBD:** No report

Finance

Finance Liaison Reports - Craig/**TBD:** Craig will attend the June 10 Parish finance meeting. Neil Heskin's report was reviewed.

Long Range Planning

Maintenance Liaison Reports - Craig/Jason:

Locker removal and rehab was discussed at the monthly Maintenance meeting. Shelves will be added in extended Day. The stair handrails will be re-anchored. Minor bathroom rehab will be untaken over the summer. Roof leaks will be addressed. Sidewalk repairs are on hold.

Parish Outreach/Communication

Home & School Liaison Reports – **TBD:** 6 new members have joined Home and School.

Commissions Liaison Reports - Patti: Commission has been renamed "Alms." Alms will work on strengthening communication between the school and Parish.

Extended Day Liaison Reports – **TBD**

Enrollment Committee (ad hoc): Will meet in July to discuss PK enrollment and class size.

Old Business:

Finance: Progress is being made on updating our school budget and Quick Books accounts.

Enrollment: Continues work on projected class enrollment numbers.

New Business: Nutrition concerns referred to the Academic Committee.

Summary: New members inducted; nutrition concerns referred to Academic committee. Enrollment Committee will continue its work.

9. Adjournment at 9:30 AM