



All Saints Catholic Academy
School Board Minutes
May 17, 2016

- School Board Members Present:** Jennifer Nolan, Lauren Giroux, Luis Rodea, Lori Steiner, Dana Menendez, Regis Watson, Shante Nolan, Jeff Berta, Anne-Marie Cronin
- Ex-officio Members Present:** Father Don McLaughlin, Dr. Sandy Renehan
- Others Present:** Patty Bajek, Diane Hubner

Opening Remarks – Jennifer Nolan

- Jennifer introduced the following new School Board members:
 - **Chris Johanneson** is a parishioner at St. Thomas the Apostle Parish. He has a daughter who will be in the 5th grade and a child who will be a Kindergartener in 2016-2017. Chris worked for Navistar and now works for US Foods in Finance. He is on the finance committee.
 - **Lauren Giroux** is a parishioner at St. Elizabeth Seaton Parish. She will have a son in First Grade in 2016-2017. Laura will join marketing committee.
 - **Luis Rodea** is a parishioner at St. Elizabeth Seaton Parish and his daughter will be in 6th grade and his son will be in first grade in 2016-2017. Luis will join the facilities committee.
- Because there will be a new principal next year, it was proposed and approved that Jennifer will remain President for one more year. Matt Gambs will also remain at the president of the Board of Trustees for an additional year.
- Jeff Berta will remain on the school board next year for a one-year extension.

Minutes

- The March and April School Board meeting minutes were approved as written.

Non-Voting Committee Reports

SHPP

- Mili will be stepping down as SHPP President and Darlene Newman will be the President next year. The board expressed their gratitude for all of their efforts this year.

Athletics

- The Track and Field championship meet is this Saturday, May 21st and All Saints will be well represented.
- The Athletic Association must submit volleyball teams to the Parochial League by June 5th.
 - Volleyball registration closes May 20.
- Jerry Kyle will resign as Athletic Director due to health issues. He has been an asset and will be missed. Dr. Renehan and Dave Nirtaut are interviewing candidates and plan to hire someone by the end of the school year. They interviewed four candidates to date.

Pastor Report – Father Don McLaughlin

- Father Scott Huggins will be the new pastor at Elizabeth Seaton and will be coming from Visitation in Elmhurst. Father Don (St. Thomas) and Father Paul (St. Margaret Mary) will meet with Father Huggins in the near future.

Trustee Report – Matt Gambs

- The Board of Trustees meeting will be held during the week of May 23rd St. Nicholas.
- St. Nicholas has committed to doing some fundraising for All Saints.

Principal Report – Dr. Renehan

- Friday, May 19th is the annual 8th grade dinner dance with their parents.
- Graduation is on Friday, May 27 at 7:00 p.m.
 - 63 students will graduate
- Dr. Renehan will finish *Standards of Excellence* by the time she leaves.

Agenda Items

Spirit Wear Update

- Patty Bajek gave the following Spirit Wear update:
 - During the summer Patty meet with Janner Sports, a company located in Naperville off of Diehl Rd, about making additional brand-name offerings available in the fall.
 - Erica Bacha from the Athletics Association will partner with the Spirit Wear team.
 - Patty will meet with another vendor who will have spirit wear for sale at the Meet and Greet event in August.
 - Patty will have spirit wear sales analytics from Lands' End in the fall.
 - Families can purchase the Land's End spirit wear using the Land's End script card which will garner 16% toward families' fundraising obligation.
 - Patty thinks the sales will gain traction as people see the goods in the community.

Diocesan School Board Self-Assessment Questionnaire.

- Jennifer distributed the Diocesan School Board Self-Assessment Questionnaire and asked that the board fill it out and return it to her. She also asked the board to spend the summer with the assessment and think about what should be the focus next year.
- Jennifer asked the board committees to review their strategic goals.
 - The Intention is to have the board committee representative report their goals to the school board.
 - Committees should check their strategic goals at least every other month.
 - Jennifer also encourages the board committee heads to think of ways to recruit other members to committees.
- The school board's role will be to help keep balance and support the needs of the school during the change of leadership. Change can be challenging. The committee made an excellent choice in hiring Mrs. Santos.

- This year ended the second year of the strategic plan. Therefore, we will have to write it again in two years.

Fundraising Proposal Ad-Hoc Committee

- There was a discussion about developing a group to develop a fundraising form so we can determine the amount of fundraising that is happening – Our families are continually being asked for money. Jennifer is willing to be a part of the process.
- The goal is to see how the fundraising falls into the big picture and how it's prioritized.
- Jennifer, Regis, Shante, Dana and Diane Hubner will be on the committee.
 - The team will meet this summer to formulate the action steps. They will also identify the already planned and approved fundraisers and develop a master calendar.
 - Tim Traynor already developed a calendar and the team will use this as a starting point.

Voting Committee Reports

Education

- The team deployed a survey to pre-school academy parents to get their input on the curriculum. The goal of the survey is to help retain students.
 - Four families completed the survey -- 20% of the families responded.
 - Dana will share the survey with Patty who will share it with the marketing team.
 - Next step is to work with marketing committee to see what will attract a different customer.
 - Ask pre-school teachers how they feel about the curriculum and if they are open to changes.
- The committee is researching other preschools in the area to evaluate their curriculum.

Finance

- Year-end projections discussion:
 - Revenues built off last time of reforecast – there will be a surplus.
 - Gas bill came in under b/c of warm winter and new structure of the chiller (electric side). Had some infrastructure issues on the HVAC which were fixed. This contributed to the lower gas bill.
 - Service vendors were under budget as well.
 - Materials and supplies were also under budget.
- Need to determine where the surplus money will be allocated.
- Positive feedback on the multi-student discount. Much appreciated.

Marketing

- The committee is focusing on spirit wear so the All Saints brand is visible in the community.
- The three-year-old pre-school almost met the budget number; starting to build up from the lower grades.
- St. Raphael is starting a pre-school for 2017-2018.
- The team will build on the success of pre-school with Mrs. Santos.
- For 2016-2017 there will be two sections of Kindergarten, First, Second and Third grades. Grades Four through Eight will have three sections.

Technology

- Steve is the only committee member and Shante offered to be on the committee as well.

Facilities

- No report at this time.

Other Business

- Dr. Renehan distributed the conflict of interest statement to new board members.
- Per Dr. Renehan, following are the 2016-2017 staff changes:
 - Mrs. Grissenger (4th grade), Mr. Kyle (Athletic Director) and Mrs. Kreis (Librarian) will retire.
 - Mrs. Cernek (Jr. High English/Literature), Mrs. Arena-Rufo (3rd grade) resigned.
 - Sholanda (?) will not over-see after care.
 - Dr. Renehan will screen for open positions and Mrs. Santos will get to talk to the candidates.
 - A District 203 employee will fill the ELL position. This position will be funded by Title Funds. This person will test ELL students; therefore, Julie Westphal will no longer do the testing.

Next Meeting will be Tuesday, September 20, 2016 at 7:00 p.m.