



**All Saints Catholic Academy**  
**School Board Minutes**  
**November 15, 2016**

- School Board Members Present:** Jennifer Nolan, Lauren Giroux, Luis Rodea, Lori Steiner, Dana Menendez, Regis Watson, Shante Nolan, Jeff Berta  
Chris Johanneson,
- Ex-officio Members Present:** Melissa Santos, Father Don
- Others Present:** Bonnie Covelli (Strategic Plan Consultant)

**Minutes**

- The October 18, 2016 School Board meeting minutes were approved with minor changes. We corrected Lindsay Augustine's name as the Spirit Wear Coordinator. Regis Watson motioned to approve the minutes and Shante Nolan seconded the motion.

**Non-Voting Committee Reports**

Athletics

- No official report from Athletics. Though it was mentioned that the Trivia night was a huge success on October 22<sup>nd</sup>. More than \$4,100 was raised toward the \$9,000 goal. The money raised will be used to purchase new uniforms for the 5<sup>th</sup>/6<sup>th</sup> grade students and the purchase of the new water fountain/fill station outside the gym.
- A thank you to the faculty and staff that attended.

SHHP

- No report.

**Pastor Report – Father Don McLaughlin**

School year is going well. Impressed with the Trunk/Treat. A lot of energy/spirit in the school and the community. Melissa should be commended for all of her efforts and changes that she has brought forth thus far.

**Trustee Report – Matt Gambs (not present)**

- Strategic Plan committee moving forward
  - Bonnie Covelli, from University of St. Francis joined us for the meeting. Bonnie has worked with many schools in the dioceses. The Strategic Plan will be a relatively short process. Plan is to have it completed by end of January/beginning of February so the school can begin implementing soon after. Bonnie is very open to talk with people individually.
  - One member from the School Board will be a representative on the Planning Committee (committee will be approximately 10-12 individuals)

- Scholarship
  - We are carrying approximately \$140,000 this year in scholarship aid that was given to our families. The finance committee is going to outline a Standard Operating Procedure for Scholarship Awarding Process at their January meeting for the Board to review and approve.
- Capital Campaign
  - Still interviewing companies to lead. We need to figure out next steps and goals. A feasibility study will be the first step. This study will direct us on the amount of our campaign and who are lead donors are. The feasibility study will cost approximately \$40,000. We are estimating the campaign to be \$8M.

<b>Principal Report – Melissa Santos</b>
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- IOWA scores are in and have been sent home
  - Science Scores are the lowest by far
    - Already on Education Committee radar
  - Vocabulary and Writing are also lower than expected
  - Reading saw some dips
  - These are also noticed across the Diocese
  - Working with Mary Ann Draudt to figure out why and how to fix it
- Huge awards for us in Math
  - Benet Scholastic Bowl
  - 8<sup>th</sup> grade team placed 1<sup>st</sup> in Math with a perfect score
  - 7<sup>th</sup> grade team placed 3<sup>rd</sup> in Math
- Annual Appeal
  - Being mailed home end of week
  - Would really like to get 100% participation from both of our Boards, Faculty and Staff
  - Online Giving is available and a follow up on Giving Tuesday (11/29) will be sent
  - Last year, the appeal made \$27,000 (far below what was budgeted)
- Preschool
  - Enrollment up to 28 from 14 in July
  - Preschool Marketing meeting regularly and working with Young on our rebrand
  - My mentor—early childhood background will be in next week to make some observations as to how to improve our preschool by look, by offering, by structure etc
- Partners in Education Meeting  
Dana and I attended
- Met with Executive Pastoral Board and Fr. Belmonte  
Working on trying to bring some changes to ASCA which would involve us working with the DRE's in each parish and trying some new things for Catholic School's Week

<b>Voting Committee Reports</b>
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Finance

There is nothing to report at this time. The next committee meeting on Dec. 1, 2016 at 7:30 p.m.

Education

No report at this time. Next committee meeting will be tomorrow, November 16<sup>th</sup> at 6:30 pm.

### Enrollment/Marketing

- Janor Sports Winter Online Store Open. Lands' End online store updated. Marketing towards the All Saints School Brand and Athletics is now coordinated.
- Young Shin from 2n1 Video has completed filming over two days (All Saints Day and a subsequent day) for marketing video. We are also working with Young to produce a marketing brochure.
- Preparing to launch Athletics and Preschool Facebook pages.
- Preschool Focus Group was held with select group of teachers, staff, board members, committee members and parents to gather information for preschool rebranding efforts facilitated by Amy Salach, Marketing Committee Member. Rebranding plans continue for ASCA preschool which includes a new logo, name, and look.
- Melissa and Patty attended November Diocesan Marketing and Development meeting.
- Work to continue on Open House plans and Catholic Schools Week. Developing short term and longer term Marketing Plans.
- Trunk or Treat was a huge community building success. We are working on future events.

### Technology

- No report at this time.

### Facilities

- The facilities committee met and outlined the following:
  - Mission Statement for review and approval from the School Board. The committee will focus on projects/procedures to existing grounds. Projects below the threshold of \$20,000.
  - Review the Facilities Assessment (update with completed projects)
  - Address the Building Managing Staffing (Dennis retiring this year). The committee will draft a new job description
  - Develop a project list/priority list (what needs to be addressed at the school)

### **Other Business**

- Update on December Board Social.....Due to our current budget situation, the December social for the School Board and the Board of Trustees will not be hosted this year.

**Next Meeting will be Tuesday, January 17, 2016 at 7:00 p.m.**