

ASCA School Board Meeting October 20, 2015

Members Present:

Jennifer Nolan	Wayne Klein	Dana Menendez	Jeff Berta
Lori Steiner	Regis Watson	Anne Marie Cronin	Debbie Kosmach
Shante Nolan			

Ex-officio Members Present:

Dr. Sandy Renehan Fr. Don McLaughlin

Others Present:

Patty Bajek Diane Huber Tim Traynor

Prayer and Scripture Reflection: Jennifer Nolan led us in a Harvest Prayer.

Regular Business:

Approval of Minutes – September Meeting minutes were approved with the correction that Dave Nirtaut was in attendance as a representative from Athletics.

Pastor's Comments

Fr. Don McLaughlin

- Fr. Don offered an update on the Principal Search process.
- Reminder that the Survey will still be available until October 23.
- A 10th person will be added to the Search committee representing Holy Spirit
- The Search Committee will meet next Tuesday and will review the Principal Profile results from the 8 Focus Groups there were facilitated and interview questions will be developed
- Search Committee will have a rubric for which to score individual candidates being considered
- 11 candidates will be chosen after the rubric process is completed.

Board of Trustees Report

Matt Gambs

No one present / No report available

Principal's Report

Dr. Renehan

- Standards of Excellence – Final report has been submitted and ASCA will wait to hear from them as to when a site visit will be scheduled.
- Advanced Ed Initiative will take place November 9- 11th. ASCA was not chosen for a review in that initiative but will participate with Catholic Schools Office in some ways
- Parent/Teacher Conferences are coming up and registration for conference times with teachers should be available by week's end.
- Partners in Education meetings will be held November 4th – all School Board members are encouraged to attend and evening of very worthwhile presentations. Registration for the evening is available on line.

Athletic Association Report

Dave Nirtaut

No one present / No report available

School/Home/Parish Partnership (SHPP) Report

Mili Jain

No one present / No report available

New Business:

Automated Enrollment Registration Process

- Patty Bajek presented an online registration program, called SchoolAdmin. This is an online admissions and enrollment software system. This system would allow All Saints to automate the processes from student intake through enrollment/re-enrollment and beyond. It can provide online forms, admission portals for families, admissions management, search and reporting functionality, communication and an online admissions

scheduling/Calendar. All of this would be helpful and time saving to our administrative staff. Questions were discussed regarding a bilingual option for some of our families, options for families without computer access, and the possibility of bringing Athletics to the same system (eventually). This system would demand a current family re-enrollment fee increase from \$100 to \$125 to offset the cost of it to the budget. Before a vote could be agreed upon on either the software or the fee increase, the following questions/actions need to be reviewed with the company. A virtual vote (email) can be completed before the next School Board meeting, if the following items are presented electronically to all members.

- Cost of program not to increase from contracted price. Guarantee it doesn't increase after purchased for maintenance, etc.
- Ask for references from company and review
- Explore Bilingual capabilities

Fundraiser Consideration

- Tim Traynor discussed the loss of MarketDay to our families and a discussion was made regarding possible replacements. There are many options available but finding the right fit for our families is important. We do have a significant number of families that use the FFO credits vs writing a check for the full amount of FFO. There are options from organic food product companies that would do something similar to MarketDay; to selling items like wreaths or seasonal items as well, but we offer this with the wrapping paper sale. Further investigation is underway for a MarketDay replacement fundraiser and to offer an option to offset the family Fundraising obligation for our families that use it. Additional ideas to be presented as they are discovered.
- Additional fundraisers requests seem to pop up. We encourage parents, staff and friends to bring fundraising ideas to us and then we investigate options and report back in a timely manner if it's feasible. We've had requests for a Musical Festival or block party (like Old St. Pats in Chicago) to smaller events or sales items. Currently, however, it was determined that going forth there should be a rubric or guidelines set to formalize the process of fundraising and who it benefits. The rubric should include rationale, structure, formalize the process, how much it should generate (per event/year). It should be compared to the mission/belief of the school before being approved. Does it meet our best practices? Who is the audience? Who does it benefit? The school board has reviewed these options in the past. We will look at what was accomplished and tweak /update the rubric from there before the Board approves a final version to use going forth.

Committee Reports:

Finance Committee Report

Diane Huber/Regis Watson

- Review the reforecast from the approved budget for 2015-16.
- The annual financial report letter to be sent home with families was approved and will be sent the week of October 28th.
- The committee will begin compiling necessary data to start to build the 2016-17 budget.

Education Committee

Lori Steiner / Dana Menendez

- Planning a literacy night. Working on getting feedback from teachers and their vision for this evening.
- Discussion regarding GMA (Specials) Grading and how the pilot program is going.
 - Communication from the Specials teachers is not as frequent as discussed in original pilot. The entire first quarter went with almost no communication except from one of the three teachers. A guideline of how often communication should be sent was discussed by the Board and was determined to have regular monthly communication, unless something of note to be mentioned to the families (ie: change in schedule, Christmas pageant update, art supplies needed, etc).

Marketing Committee

Patty Bajek/Anne Marie Cronin/Debbie Kosmach

- The Marketing Committee is continuing its efforts on enrollment. This year we are beginning to collect data from the Baptism Outreach initiative. We will use this data to help promote our school to families within our parishes.
- Patty and Dr. Renehan to meet with Dan Gringold on October 21st to work on leveraging All Saints with Social Media.
- The Marketing Committee will once again attend the Naperville Preschool Fair next week on October 27th. Historically we are able to secure preschool families from this fair.
- Working with school parent, Ankur Jain, to develop an All Saints App
- Identifying Catholic Schools week liaisons for each parish to plan the CSW masses at each parish.
- Working to help identify the school's value proposition by using the results from the focus groups to use in future marketing initiatives

Technology Committee

Steve Lalonde

No report available

Facilities Committee

Wayne Klein

- Did not meet since last meeting
- Current project fixing the door in need of repair

Other Business:

Extended Care Program

The School Board reviewed a discussion from the end of the 2014-15 school year in regards to the Extended Care Program to determine if any changes should be reviewed/made. A number of families currently use this program for before and/or after school care. Security issues addressed last year were immediately addressed and the new system is working well. Suggestions were made to review sibling discounts and to “bank” a day if your child is sick/or sent home sick, etc.

Closing Prayer: Fr. Don closed the meeting with a Hail Mary.

**The November meeting will be replaced with attendance at Partners in Education.
No meeting in December. Joint School Board/Board of Trustees Holiday gathering will be December 15th.**

The next regular meeting will be Tuesday, January 19, 2015.