



All Saints Catholic Academy
School Board Minutes
January 17, 2017

School Board Members Present: Jennifer Nolan, Lauren Giroux, Luis Rodea, Lori Steiner, Dana Menendez, Jeff Berta Chris Johanneson, Anne-Marie Cronin

Ex-officio Members Present: Melissa Santos, Father Don

Others Present: N/A

Minutes

- The November 15, 2016 School Board meeting minutes were approved electronically via e-mail with minor changes and have been posted on the school website.

Non-Voting Committee Reports

Athletics

- Fundraising Update
 - Kentucky Derby Party (May 6, 2017)
- Working with 8th grade class on the banner project
 - Held a bake sale to raise funds (\$400)
- Basketball Uniforms
 - Ordered 20 more small uniforms to allow for smaller 5th grade girls
- Continue to demo further options within SI Play website
 - Reviewing the scheduling application within the site – auto generate reminders
- Team pictures for basketball – week of 1/17/17
- Basketball season off to a great start
 - Several teams in the top 3 in their divisions and remain in the hunt for the regular season title: Boys 5A, Boys 5B1, Boys 5B2, Girls 6A, Boys 7B1, Boys 7B2, Girls 7B, Girls 8A
- Track & Field
 - Finalizing track & field practice location
 - o North Central College looks likely this year – Waubonsie Valley HS is the backup location
 - o Now taking more registrations through end of February
- Fundraising for other initiatives that include new volleyball uniforms, painting the gym and potential concessions “hut”.

SHHP

- No report.
- A parent wanted to know why SHHP funds weren’t allocated for snacks at the Jr. High dance in December while all other students received a snack using SHHP money.
- The Board decided that the incoming SHHP President for the 2017-2018 school year must submit a report to the Board and attend Board meetings whenever possible.

Pastor Report - Father Don McLaughlin

- Father Don will complete the Principal evaluation for the Diocese by February 15, 2017.

Trustee Report – Matt Gambs (not present)

- No report.

Principal Report – Melissa Santos

- Helen Kolar unexpectedly retired and her position will not be replaced. Her duties will be absorbed by the front office staff.
- Brian Stepien also announced his resignation during the break. Buck Services will provide maintenance staff and will stay within the confines of the budget.
- MLK service day was successful. Thanks to Amy Drake for coordinating the volunteer opportunities.
- Melissa distributed the Catholic Schools Week calendar that will be in Saints Speaks on Thursday, January 19th.

Agenda Items

- Strategic Planning Update
 - There have been three strategic planning meetings and the team is on schedule to conclude the process in March.
- Review of GMA (Specials) grading system
 - During the 2015-2016 school year discipline was an issue during specials and they weren't being taken seriously. Therefore, the Board instituted a grading system that was adopted to help validate the classes with the provision the Board would review the grading system. The Board reviewed the GMA grading system and based on the discussion, All Saints will continue with the GMA grading system but will commit to continuous improvement by setting clear expectations with rubrics and enhanced teacher-family communication.

Voting Committee Reports

Finance

- The committee will meet on January 26th to continue preparation of the 2016-2017 budget.
- Diocesan Budget Guideline meetings are scheduled in early February and approval of those guidelines will follow from the Diocesan Finance Committee at the end of that month. The committee will prepare drafts in anticipation of those directives.
- To date, the annual appeal has been successful, raising nearly \$33,000.
- The expenses are running four to six percent less than a year ago.

Education

- ASCA will order samples of IQWST Science Curriculums for grades 6, 7, 8 and begin piloting them the second semester. The people who wrote the NGSS (Next Generation Science Standards) wrote the IQWST curriculums.
- Melissa met with Tara Bell. She was a member of the State Science Boards, and works in district 204 as a Science instructional coach. She and the groups she belongs to have vetted all the science programs and found that IQWST is the most appropriate. Tara was extremely generous in sharing the work of her groups with Melissa.

- ASCA has been invited by Tara to be part of the group that is writing a grant proposal for NGSS (Next Generation Science Standards) professional development. This will allow for 14 days of paid professional development for our science teachers.
- A new grammar curriculum for grades 6,7,8 will start next school year.
- Articulation with Benet and Naperville public schools to firm up our math and science curriculum.
- Discussed building in PLC (professional learning communities) so teachers can learn from each other.

Enrollment/Marketing

- Parish CSW celebration events have been planned with all but STAP to take place the weekend of January 21-22. STAP will take place the weekend of January 28-29 due to a conflict with another event. SMMP mass will most likely take place Feb. 5th. Melissa has worked with staff who will all be present at upcoming Open House with events planned in all classrooms. Patty is working on advertising to include parish bulletins, social media, public bulletin boards, press releases and new Aurora Avenue banners. Patty is also coordinating volunteers for the Open House.
- The committee continues work on marketing plan regarding branding, logo style guide and Guidelines for logo usage, event and school marketing protocols and media planning.
- **Land's End:** Total Sales to date for the 2016-2017 are \$ 4,075.77. There is a sliding scale for what the schools earns based on sales. ASCA is currently at the 1% rewards back to ASCA tier. Plans are to market the spirit wear to reach the 2% tier. These monies go back to ASCA.
- **Janor:** A profit of \$600 was earned for the ASAA through the Winter 2016 Online Store. Regarding Janor: we do not have an exclusive agreement; therefore, we are open to recommendations on other vendors and merchandise to replace or add to the current vendor. The Board agreed that the no-return policy if the shirt doesn't fit is unreasonable because the sizes vary depending upon the shirt style.
- **Schoolbelles:** ASCA is working with Schoolbelles uniform additions that will include logo options on many uniform items.
- Young Shin from 2n1 Video has completed the new marketing video and near completion on new marketing brochure.
- The team continues to use Facebook to position and market ASCA to potential new families. The Board discussed finding a marketing intern from a local college to work at ASCA during the summer to help with social media.
- Melissa and Patty are working with marketing committee members on preschool rebranding efforts.
- Parents Night Out in December was a big success. Event planning team has met to discuss ideas for upcoming events which could include all school events at Players Indoor Sports Complex and a year-end pool party.
- Melissa and Patty met with Don Gingold of Sprocket Websites to discuss potential changes to ASCA website.

Technology

- No report.

Facilities

- The Board agreed on language for Facility Committee Mission Statement.
- Facilities Assessment under review by Facility Committee.
- Facilities will be a part of the strategic planning process.
- Fund-a-need at the auction to create a welcome desk and reception area at door one.
- Discussed plan for staffing changes at end of school year with impending retirement of facilities manager.

The next School Board meeting is on Tuesday, February 21, 2017