



# All Saints Catholic Academy School Board Minutes April 17, 2018

**School Board Members Present:** Dana Menendez, Jennifer Nolan, Anne-Marie Cronin, Lauren Giroux, Christi Kluzak, Shante Nolan, Lori Steiner

**Ex-officio Members Present:** Fr. Paul Hottinger,

**Others Present:** Patty Bajek, Justin Busche (ASCA Asst. Principal), Diane Huber, Theresa Cunningham, Katie Coglianese

## Minutes

March 20, 2018 School Board Minutes were previously approved as submitted and affirmed through Google Doc final voting process.

## Non-Voting Committee Reports

### Athletics

- ASCA and SPP will both be hosting a track meet at Marmion Academy on May 5<sup>th</sup>. Volunteers needed. Please contact Keith Glab to sign up and for more details.

### SHPP

- Book Fair raised \$8100 \$874 in scholastic dollars, over \$1800 in cash to the library.
- Spirit Wear looking for store and case
- Booster Thon – Under way poster have been hung, working with St Thomas on bulletin announcement
- Donation drive for used non logo uniforms to go to St. Thomas for Twinning parish in Haiti
- Blood Drive for one of the graduates who has leukemia
- Teacher app. week under way, changing things up, no flowers offering up dessert/coffee bar, door décor and luncheon and gift
- Going to utilize the Room Parent more going forward
- Review recess items needed.

### Assistant Principal Report

- The Boosterthon is rapidly approaching. The program will run from April 24-May 3<sup>rd</sup>. The fun run will be held on Thursday, May 3<sup>rd</sup>. The school has a goal of \$25,000.
- May 9<sup>th</sup> is the Open House/BBQ. Major focus will be on preschool. Fifth graders are encouraged to come as a step up day for junior high.
- New books for Social Studies will be reviewed by faculty on May 2<sup>nd</sup> for upcoming school year.
- Next year we will focus on purchasing new religion books
- There will be a few teacher changes. No official announcement at this time

### Board of Trustees

- No report

### Pastor Report – Father Paul

- No report

### School Board Terms and Replacements

- Lori Steiner and Jennifer Nolan’s terms will be finished at the end of this school year. Replacement for HSCC is Marlon Lutfiyya. Replacement for SMM is to be determined.
- In addition, Dana Menedez term also ends. We need to amend the by-laws to address the past president role. The replacement for St Thomas is also to be determined.
- It was discussed to add past president to the officer list. This role will support the incoming president. It would be a non-voting role. Just there to provide history and support to the new president.
- Formal language needs to be written about this role. Then voting on the new position will happen electronically. It will follow the same 24-hour format.
- The role of secretary was addressed and voted upon. Anne-Marie Cronin will serve as the lead secretary and Shante Nolan will serve as her back up.
- In addition, Anne-Marie shared some information about the St. Margaret Mary Commission and the need for representation from an ASCA parent. The Commission is comprised of RE, Adult and Youth Ministry as well as an ASCA rep. Anne-Marie has been representing ASCA for the past several years. The meetings are held on Mondays at 12 noon.

### Open House/BBQ

- The Open House/BBQ will be held on May 9 from 5-7 pm
- The Open House will be supported by the school/teachers
- The BBQ will be supported/organized by the School Board
- This evening will be less formal than our January Open House
- All grade levels will be represented
- This night is for current families as well as prospective families
- We are in need of volunteers and donations
- The night will consist of 5-6 pm (information session) and 6-7 pm (BBQ)
- Anne-Marie has set up an online registration
- The idea of approaching Pancake Café to donate food was raised. Jen Thornton or Melissa Santos will be the correct contact and lead for that.

### Voting Committee Reports

Finance:

- The DDA was a huge success. The fund-a-need brought in an extraordinary amount for technology. We are expecting to net approximately \$100,000
- The gas bill for the school will be more than projected due to cooler temperatures/longer winter.
- Originally our deficit was \$125,000. Now we are successfully at \$108,000. The Boosterthon will help further decrease the deficit. Its goal is \$25,000.

Enrollment/Marketing:

- The requests for shadowing/tours have been exploding. Every part of the pipeline is represented.
- Tuition Transfer Grant is still a great incentive to market to new families. When a family inquires about the tuition transfer grant—they can only use that or the multi-child discount. Not both.
- Anne-Marie shared stats on the tuition transfer grant. Information that the diocese has been tracking. The diocese is finding a 90% retention rate among families that are using the grant. This information helps our finance committee outline the perimeters for the upcoming school year. Which grades do we offer this grant to? Do we use it as an incentive for particular grades?

Catholic Identity

No report.

Facilities

- The area the facilities committee has been focusing on the heat exchanger in the south boiler. The inspection went well. They have also discussed the repairs needed for the sidewalks.
- For the next steps for our security enhancement, we are ready to implement the RAPTOR system for the Fall 2018. This system runs every driver's license through a sex offender web site. We have been in discussions with the Naperville Police Department about next steps. In particular how to handle mass on Wednesdays. This money has been on reserve/restricted from a prior DDA. The cost is approximately \$3,600.
- The Wi-Fi has had little to no problems over the past few months. We found out cables were cut, we rearranged the infrastructure, we implemented new Wi-Fi access points and restricted guest passes on our network.
- Funds from the DDA covered this expense. Approximately \$3,300. The rest of the money raised via the DDA for technology will be applied to expanding the infrastructure.

Additional Notes:

- Our SOP's for tuition collection have been in place and successful. The office is working hard to keep low our unpaid tuition.
- Two 8<sup>th</sup> grade families with large unpaid tuition amounts have been informed through a letter from Mrs. Santos and Fr Paul that, if their balances are not paid in full by mid-May, the students will not be able to participate in graduation activities.

<b>Next Meeting will be Tuesday, May 15, 2018 at 7:00 p.m.</b>
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