



All Saints Catholic Academy School Board Minutes January 16, 2018

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

Ex-officio Members Present: Melissa Santos, Father Paul

Others Present: Patty Bajek, Diane Huber, Dave Nirtaut

Minutes

- The November 20, 2017 School Board meeting minutes were approved via an online vote prior to this meeting. All corrections have been made.

Non-Voting Committee Reports

Athletics

- Basketball season is at about the halfway mark with several teams doing well.
 - Boys 8B1 and 8B2 are in 1st and second place respectively
 - Girls 8B is in second place
 - Boys 6A won the Holiday Classic Basketball Tournament at Supreme Courts over break
- Basketball team pictures will be taken before each home game on the following dates: 1/12; 1/19 & 1/20
- We are still looking to replace the existing Track & Field Coordinator for the spring season. We have a few people identified and hope to have this completed in the coming weeks.
- Plan is to finish out updating the volleyball and basketball uniforms before next season.
- Working with the DDA to sell raffle tickets at some basketball games to help raise more money. We are selecting dates with the most games so to have the best results and reach the widest group of people.

SHPP

- Review of Holiday shop- was a huge success Michelle & I are working on a few ideas to present to Mrs. Santos.
- Need to investigate why other parishes were not open to Kindness Rocks project. St. Thomas was the only parish for MLK day.
- Was able to pass out Andy's Frozen Custard gift cards for Christmas to the kids
- Reviewed materials needed for 360 baskets for MLK
- Discussed High Tea options for the teachers
- Discussed DDA
- Funds being contributed to STEM FEST from SHPP (hospitality for volunteers working the event)

- Working on getting ready for Daddy Daughter, Mother Son and Booster Thon

Pastor Report – Father Paul

Nothing to report

Principal Report – Melissa Santos

1. Tax Credit: Region Two (DuPage County) has raised \$5.2M thus far. We do not know the scholarship amount ASCA will receive as of yet. Scholarships are awarded on a first come/first serve basis based on need. Applications begin January 31, 2018. As a school, we have decided to make it mandatory for all of our families who receive ASCA aid to apply for this scholarship. To assist our families, we will provide an opportunity for the families to come to campus, use our computers to apply electronically and also provide a translator for any questions/concerns they have while applying. Finally, a mailing will be sent to our ASCA donors (above a certain dollar amount) encouraging their participation in the program.
2. Annual appeal: The school budgeted \$42,000. More than \$30,000 has been collected to date.
3. Posting Board Minutes on the school web site: A new standard operating procedure (SOP) is being implemented so the approved board minutes can be posted on the school web site in a timely manner. We will also post all the prior months minutes, so the page is comprehensive for the 2017-2018 academic year. (Meeting—Minutes sent to the Board President & Principal for review—Approval from Board President & Principal—Minutes sent to the entire board for review—Board has 24 hours to submit changes to the board secretary—Revised minutes sent to entire board for final approval and vote—Board has 24 hours to approve)
4. Suicide Awareness Training: A training session will be scheduled for our students, teachers/staff and parents this semester. Cindy Swanson is partnering to help organize and schedule for our school community. Other resources (conferences/training) will be shared with our school families in this week's School Speak. This is an important topic for all families, we encourage everyone to attend.
5. Technology: We have had repeated technology issues since November. We have brought in Comcast and our IT support specialist to help diagnose the problem. We feel it is a multi-layered problem. Part equipment problems (use of old chrome books); part infrastructure problems. We have found out D203 is also experiencing similar problems, so we wish to partner with them to see what diagnostic tests they have performed and what resolutions have they found to help us with our diagnosis. In addition to the testing of bandwidth and infrastructure, we feel we also need to address the replacement cycle of our technology devices. The average lifecycle of a chrome book is 3 years. Many of our chrome books are going on 6 years.
6. Technology proposal: To address a portion of our technology needs, we are proposing that the paddle raise at this year's dinner dance auction be devoted to technology upgrades. A full proposal will be determined so parents understand the need clearly, the amount to be raised and the outcome it will produce for the school. We are also considering implementing a chrome book program for junior high students. When students enter 6th grade, they will buy a chrome book (\$100/year for 3 years) By graduation, they will successfully own it and be able keep it.
7. 2018-2019 Academic Calendar: The NCEA Conference will be held in Chicago next year. The expectation from the diocese is that all teachers attend. To accommodate this conference, we

will be communicating with our school families the following: Spring Break will be held March 25-29, 2019. Easter break will be extended and held April 19-26 (due to the proximity of the conference with Easter break. As a result, there will be no teacher inservice days in September and October.

Voting Committee Reports

Finance

- January revenue actuals YTD % to budget: 64% (same time LY 62%)
- January expense actuals YTD % to budget: 55% (Same time LY 53%)
- Exceeding budget on revenue and expense side with the lunch program. The program has been a tremendous success with a positive margin.
- Tailwinds on the revenue and fundraising side coming with DDA and Booster-Athon.
- A lease agreement with a soccer club has been entered for the field on the east side of campus. They will maintain the field as well as bear the cost for improvements to the field overall conditions.
- Headwinds on the expense side with salaries and benefits. Efforts to offset with other variable expenses.

Education

- Introduction of new members, review of strategic plan and goal tracker
- Seesaw App/Website used by some teachers at ASCA
- Discuss the requirements for the Blue Ribbon award, go through the process for 2018-2019 if we qualify
- Create document for curriculum cycle to be approved at school board
- Review of progress on Social studies review

Marketing

- The marketing committee proposed a budget of \$15,00 to the Board of Trustees for their review and consideration
- For the 2018 CSW Open House, the format of the afternoon will be much more structured. A timeline of events will be advertised to the prospective families. We will be encouraging online pre-registration to understand potential numbers as well as help the ease of signing in for the families. Ann Marie Cronin will be setting up the online registration. A hospitality suite will be set up with key members of the school community. Once families visit the hospitality suite, they will be escorted upstairs to the library to be welcomed by a panel (Mrs. Santos, Father Mark, and a testimonial from an alum as well as from a current parent). After the panel, their tour will begin. We plan to escort families through this schedule every 15 minutes.
- Patty will be sending personal invites to families of the school community to invite their participation for the roles needed for the Open House.
- Patricia Isom has submitted a draft of the Parish Outreach Plan. In addition to sharing this plan with the marketing committee, Patricia will be sharing the draft with Mrs. Santos as well as with the Board of Trustees.

Catholic Identity

No report.

Facilities

No report

Next Meeting will be Tuesday, February 20, 2018 at 7:00 p.m.