



**All Saints Catholic Academy**  
**July 14, 2020 School Board Meeting Minutes**

**School Board Members Present:** Kati Coglianese, Mike Devine, David Dieter, Gina Gilmore, Christi Kluzak, Marlon Lutfiyya, Megan Thies

**Ex-Officio Members Present:** Margie Marshall, Chris Johanneson

**Others Present:** Fr. Paul, Patty Bajek, Diane Huber

**Approval of Minutes** The minutes of the last meeting will be approved via Google Forms.

**Non-Voting Committee Reports**

- Athletics Report
  - A decision on fall sports should occur shortly.
  - ASCA has major concerns about participating in fall sports in the current environment, since the risks of participation seem to outweigh the benefits.
  - The school is considering intramurals versus inter-school competition.
  - Dr. Michael Boyle, the Superintendent of Schools for the Diocese of Joliet, will consult with the principals of schools within the diocese and will then make a decision for the schools.
- ASPA Report
  - Christi Kluzak contacted members of the All Saints Parent Association (ASPA) to discuss whether to conduct a meet-and-greet prior to the school year (as in past years).
  - Margie will meet with ASPA this Thursday for further discussions. ASCA is considering creative alternatives to the meet-and-greet since it likely will not be able to conduct one safely, due to expected number of people in the building.
  - Patty has some ideas about what the school can do, and will sit in on ASPA meeting. Margie and Patty will report back to the school board at the next meeting.

**Pastor Report** (Fr. Paul)

- Bishop Pates expressed interest in restructuring the constitution of ASCA.
  - He would like to expand "ownership" of the school beyond the three founding parishes to the other two supporting parishes. The restructuring would elevate the supporting parishes to equal footing with the others, which would require them to support the school through assistance with its mortgage payments, among other things.



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- The pastors of all parishes generally agree with the plan.
- Bishop Pates would like to change the structure of school leadership so that Dr. Boyle—not the pastors of the founding/supporting parishes—would lead the school, and he would do so in a “Chairman of the Board” role.
  - Bishop Pates will contact Margie if there is movement on this initiative.
- Chaplain Update
  - The school has not decided upon a chaplain for the 2020-21 school year.
  - Margie is investigating options, including a dual role for the new chaplain at Our Lady of Mercy.

**Principal Report**

- Margie has spent much of her time meeting with ASCA staff, who have been flexible and accommodating.
- The school is focused on getting students safely back to school. In that regard, Margie has consulted Melissa Santos.
- Margie is working on hiring a new junior high language arts teacher.

**Agenda Items**

- Budget Update (Chris Johanneson)
  - The budget still projects a deficit of approximately \$334k—consisting almost exclusively of principal and interest payments on the school’s capital loan.
    - The three founding parishes have provided generous support toward payment of the loan.
    - The two supporting parishes have provided tuition-related support to the school and have been asked to contribute further. Discussions are ongoing.
      - The budget forecast assumes 406 students for the 2020-21 school year.
    - The school contacted the finance office of the diocese to explore its appetite for refinancing the capital loan. The finance office has not made a decision.
  - Staff salaries and related benefits comprise a significant portion of the expense items on the budget—and are the main expense items outside of the capital loan payments.
  - The school has budgeted for higher expenses related to cleaning and disinfecting the school building, in light of the pandemic.
  - The Finance Committee has determined that even if each of the five founding/supporting parishes contribute \$60k total for the 2020-21 school year, ASCA would still experience a budget shortfall of approximately \$64k.
  - While the school does not yet have a balanced budget, the school board agreed to send the current iteration of the budget to the diocese finance office so that the diocese has an understanding of the school’s situation and can help brainstorm solutions.



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- Maternity Leave Coverage
  - Starting perhaps in December, ASCA will need some kind of coverage for Margie's maternity leave.
  - Kati Coglianesi has explored related options with Karen Udell, Assistant Superintendent, Leadership & Personnel, in the Catholic Schools Office of the Diocese of Joliet.
  - Karen offered two options: hire a full-time assistant principal at a cost of approximately \$51-\$60k plus benefits (an option not incorporated into the budget); or enlist the help of a retired principal for the period of leave, on a per diem basis at approximately \$390/day.
  - The school board observed that hiring an assistant principal puts into jeopardy its ability to hire an administrative leader who can focus exclusively on fundraising—a role that board has discussed in recent, prior meetings (a "president").
  - The board agreed that it would be better to retain a retired principal on a per diem basis rather than hire a full-time assistant principal. Kati will investigate the preferred option further.
  - Margie advised that the board also brainstorm ways to leverage the leadership talents of staff already at the school.
- Enrollment Update
  - Districts 203 and 204 have announced that they will offer a hybrid learning option (a combination of in-person instruction and e-learning) at the start of the school year, as well as a distance learning option. But they will not offer an in-person option that includes five full days at school.
  - ASCA received eight new registrations after the announcements, and a family that previously withdrew from ASCA re-enrolled.
  - To date, 394 students have registered for the 2020-21 school year.
  - ASCA has been conducting in-person tours. Overwhelmingly, the tours involve families in the public schools who are excited about ASCA's plan to return to in-person learning.
  - ASCA anticipates meeting the goal in its budget of 406 students for the 2020-21 school year.
  - At the preschool level, ASCA lost one registration last week and is in communication with another family that enrolled a preschooler but may withdraw soon. It appears that the families of preschoolers are opting not to participate in preschool at ASCA this year due to the uncertainty caused by the pandemic, and because preschool is not required.
  - In other grades, some families are asking about distance-learning options.
  - Registrations in several grades are up, including kindergarten (37 students) and first grade (30 students). Second grade currently has 26 students but the school has heard recently from several potential enrollees.
  - Empower Illinois Update
    - Fr. Jeff Putthoff, Tax-Credit Growth Director for the Diocese of Joliet, has been working to secure new donations that would go toward the tuition of students interested in attending ASCA.



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- He informed ASCA that it recently secured a \$20k donation.
- A sixth grader will receive some of the award; the student might otherwise have had to withdraw.
- Diocese Update/Fall School Opening Update
  - Margie sent an email directly to parents today and indicated that she would share information from the diocese as she receives it.
  - Some parents have asked for hybrid or 100% e-learning options; the school does not have the ability of public schools to offer various options because it does not have the resources they do. For example, ASCA does not have enough teachers to devote some of them to in-person learning and others to e-learning.
  - ASCA believes it can safely offer in-person instruction five days a week.
  - The school's plan for what to do if a student tests positive for COVID-19 will involve guidance from the diocese.
- New Board Member Bylaws
  - The school is considering new ways to solicit candidates for school board membership. Margie has an application form that she used at St. Juliana and could repurpose at ASCA.
    - The board would like to open up opportunities for membership, in the hopes of attracting committed and service-oriented applicants.
    - Final decisions on board membership would still fall to the principal and the Pastoral President.
    - The board could potentially implement a rule that would prohibit the parent of a new student from serving on the board until the student has been at the school for a year; that would allow the school and parent an opportunity to get to know each other.
  - In normal times, the board would have filled positions vacated by departing members. In the current environment, however, and in light of the current transition in leadership from Melissa to Margie, the board has determined that it would be better to fill any vacancies/make changes to its membership in the spring.
  - If the board is inclined to add new members, even if temporarily, it could call upon members of the Board of Trustees.
- Staff/Teacher Update
  - The school is searching for a new junior high language arts teacher.
- DDA Date
  - In the past, DDA chairs helped to set the date. In the current environment, that has not yet happened.
  - The 2020-21 budget assumes that the school will conduct a DDA event.
  - The school and board will:
    - Investigate potential dates that do not conflict with competing events at other schools;
    - Think creatively about potentially hosting a virtual DDA; and



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- Consult other parochial schools, like Saints Peter & Paul, which hosted a virtual DDA last year and can offer suggestions.

**The last 2019-2020 scheduled meeting will be Tuesday, August 4.**

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