



**All Saints Catholic Academy
May 19, 2020 School Board Meeting Minutes**

**School Board
Members Present:**

Kati Coglianese, Anne-Marie Cronin, Mike Devine, David Dieter, Gina Gilmore, Christi Kluzak, Marlon Lutfiyya, Matt Smilak, Megan Thies

**Ex-Officio
Members Present:**

Melissa Santos, Chris Johanneson

Others Present:

Patty Bajek, Diane Huber

**Approval of
Minutes**

The minutes from the school board meeting on May 5 were approved.

Agenda Items

- Financial Report (Chris Johanneson)
 - Typically this time of year, the Finance Committee would present a proposed budget to the school board. The pandemic has delayed the usual process, and the committee is not prepared to submit a budget today.
 - The committee will present a proposed budget at the next school board meeting, on June 16.
 - Teacher contracts should be completed by May 25, and so the committee will better understand by the next school board meeting how to incorporate teacher salaries into the budget.
 - The Finance Committee will submit a proposed budget that assumes an enrollment of 405 students and a normal start to the school year; it could not propose a budget that accounts for all the potential variables that may come into play between now and the new year. After an initial budget has been submitted, the committee will propose adjustments in line with any developments.
 - At the beginning of school year, the Finance Committee hosted a meeting with sponsoring parishes about parish support beyond the 2019-2020 school year. The meeting did not produce an agreement about support, but attendees did agree that pastors of the parishes would meet again to try to formalize an agreement. The levels of support from supporting parishes have not yet been determined.
 - Bishop Conlon had planned an initiative, the Parent Assessment Tax, for implementation in 2020. The initiative would have produced funds that ASCA could have incorporated into its budget for the 2020-21 school year. Bishop Conlon's departure likely means that the school will not receive related funds.
- Enrollment Update (Patty Bajek)
 - For the current year, enrollment has not changed since the May 5, 2020 report the school board. Enrollment for the 2019-2020 school year is at 432 students. That number falls short of budgeted enrollment (442) by 10.



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- For the 2020-21 school year, ASCA has added two students from families new to ASCA—a kindergarten student and one for Grade 8. However, two other registrants, pre-K and kindergarten students from the same family, have withdrawn.
- In total, 27 students from families new to ASCA have enrolled for the 2020-21 school year.
- ASCA currently has 11 new registrants who are siblings of students currently enrolled.
- The total number of net new students to ASCA for the 2020-21 school year remains at 38.
- Total enrollment for the 2020-21 school year is currently at 372 students.
- Empower Illinois
 - Fifty-one students have applied for Tuition Tax Credit Scholarships for the 2020-21 school year. Of those students, 40 are currently on the waitlist.
 - Additional funds of approximately \$8,000 have yet to be awarded. Father Jeff Putthoff has indicated that a parishioner of St. Elizabeth Seton has pledged an additional \$4,000 to ASCA. The school has not seen the funds yet.
- Catholic Education Foundation (CEF) Awards
 - The CEF has awarded \$21,000 to 17 currently-enrolled students. The school will work on financial assistance award packages in conjunction with sponsoring/supporting parishes.
- Diocese Update
 - Mike Bava, Chief Financial Officer for the diocese, will retire, effective July 31, 2020.
- Fall School Opening Update (Melissa Santos)
 - Melissa, Diane Huber, Patty Bajek and others drafted a return-to-school protocol in line with social distancing guidelines, and it addresses student and parent behavior from drop-off to pick-up.
 - ASCA teachers and members of the school board have received, and are reviewing, a copy of the draft protocol.
 - The school recently received a lengthy document from the diocese about related protocols implemented by schools and organizations around the world. The ASCA plan addresses the procedures and practices recommended in that document.
 - The ASCA document addresses a multitude of details, including that: no parents will be allowed in the building, with few exceptions; the school will not permit parents to drop off their children by walk-up; canvas lunch boxes may be disallowed; water bottles may not be permitted; etc.
 - The document is a living document that is subject to change. The school will continue working on it.
- Teacher Update
 - Three teachers are retiring: Susan Resetar (Preschool 3), Kathy Moore (Grades



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7 & 8), and Megan Barnhart (Technology Integration Specialist).

- For the preschool position, Susan Resetar's aid, Nicolette Vanderhyden, will assume the lead role; she knows the preschool program and works well with parents.
- The school is considering options for integrating technology instruction into the regular curriculum at each grade level.
- Debbie Harrison (Grades 6, 7, & 8) will move to a part-time role for personal reasons.
- Based on the numbers of students registered for the 2020-21 school year, the school is considering whether to offer just one section for first and second grades (27 registrations and 25 registrations, respectively).
- **Melissa Year-End Schedule Transition to Margie**
 - The new principal, Margie Marshall, officially starts at ASCA on July 1. Melissa's time with ASCA ends on June 30.
- **Summer Board Meetings – July-August**
 - Normally, the ASCA School Board holds a June meeting—or other summer meetings—only "if necessary." Because a new principal will start at ASCA during the summer, the board has elected to hold meetings on July 14 and August 4.
- **Board Member Status**
 - Following are the terms of the current ASCA School Board Members (not including ex officio members):
 - Kati Coglianese (St. Margaret Mary): 2018-21
 - Anne-Marie Cronin (St. Margaret Mary): (2017)-2020
 - Mike Devine (St. Elizabeth Seton): 2020-23
 - David Dieter (St. Margaret Mary): 2020-23
 - Gina Gilmore (St. Elizabeth Seton): 2019-22
 - Christi Kluzak (St. Elizabeth Seton): 2017-20
 - Marlon Lutfiyya (Holy Spirit): 2018-21
 - Matt Smilak (St. Thomas the Apostle): 2017-20
 - Megan Thies (St. Thomas the Apostle): 2018-21
- **Diocesan Self-Assessment Survey**
 - All school board members should complete the School Board Self-Assessment administered by the Diocese of Joliet.

The next 2019-2020 regularly scheduled meeting will be Tuesday, June 16.
