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+ St. Andrew School +

Vitam impendere vero

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Minutes School Board Meeting January 12, 2015 (Redacted for website)

The meeting was called to order at 7:02.

Present were: Paul Szczepaniak (acting Chair), Mark Smillie, Chris Szpilka, Donna Weiner and Donna Smillie (Principal, Non-Voting)

Absent: Fr. Bart Tolleson, Jill Caldwell (chair), Michael Sheridan.

OPENING PRAYER: Christine Szpilka

APPROVAL OF PREVIOUS MINUTES December 8, 2014 minutes were approved as distributed.

PRINCIPAL'S REPORT: SUBMITTED JANUARY 12, 2015 (IN SUMMARY)

Events in December

- Christmas program practices throughout the month.
- December 7 Santa Breakfast \$562. Last year we made \$852. We had as many people attend but we cut prices this year. The KOC would like to be a corporate sponsor so this money will be put in auction revenue.
- Fr. John Crutchfield said a mass for us on December 11. We are now able to have masses on a more regular basis, but we had a lot of trouble finding a priest who could say it for the December Mass. Perhaps this was because December is so busy. Hopefully this will be easier this spring.
- A school dance was held on Dec. 20th.
- The high school saw *The Hobbit* at a private showing in theatres on Dec 17.

Christmas program:

- Thanks especially Allison Elliot, Rebekka Dodge and Sarah Raines for a marvelous job preparing the students for the Christmas programs. Both were very beautiful. I received many compliments on the singing and also on the orchestra. St. Andrew has the only elementary school orchestra in the city.
- High School Program: Sarah Raines will be moving next year and will not be able to lead the high school choir. Please keep this in mind and let me know if you know someone who should apply for this position.

Alumni

I sent out an email asking for alumni. I am also looking for someone who would take responsibility for keeping in contact with them. As soon as I get the email, I will ask and turn this over to them. Please send me emails of the graduates you know.

Enrollment

- Three students transferred to other schools this semester and four students enrolled.
- I am beginning to enroll Kindergarten students for next year. This time of year is crucial for next year's enrollment. I have asked KNEH to put ads on the air reminding parents that this is starting.

SAT Challenge Test

There are about 8 students in 7-8 who have been asked to participate in a SAT Challenge test through the AGATE program. To qualify a student has to have a 95 percentile or above on their standardized tests. These students will take the SAT with juniors and seniors at the end of this month and will receive awards if they do well. Quite a few of our students tested well last year.

Auction:

- Corporate Sponsorship is going well. We have about \$15,000 now and had about \$19,000 last year. Still waiting to hear about some of last year's sponsors and working on a few new corporate sponsorships.
- Once again a donor will pay for the Ireland trip. Raffle ticket sales are at \$1835. Last year at this time they were at \$1780. However, this is a small percentage of what we usually make (about \$25,000) so we need to start organizing sales in the Churches, stores and basketball games.
- Advertising: We need to send Save the Date Posters out to Churches.
- Live Auction Items: We are working hard to come up with live auction items. Please let me know if you have any ideas.
- We are still looking for lots of help.
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Advertising for School

Rose Casey asked me to let the board know that KNEH is offering to play a St. Andrew commercial every month and change these depending on the season: Auction, enrollment, Christmas program.

Budget issues:

- Christmas cards were sent again. Our lists are old but are now updated thanks to Deirdre. Our donations for the month of December more than doubled from last year (2013—11; 2014: 26.)
- Donations are still down this year compared to last year.

Action items from Principal's Report

Personal issue: Deleted

BUDGET REPORT

Overdue accounts were reviewed....

Transcript policy was reviewed: the consensus was that transcripts will continue to be prepared for free but language be added to the request allowing 7-10 BUSINESS days for transcript preparation would be added.

Anticipated needs for upcoming year: It was moved and seconded that tuition would not rise more than 3% this year. We will still discuss the actual rise at a future meeting.

OLD BUSINESS

Accreditation follow-up – Strategic Plan: This was tabled until a future meeting

Principal Evaluation: Begun by Paul and Chris; completion date was pushed back to April.

Committee for 20th anniversary celebration: Still be putting together

Auction Update: Noted in the Principal's Report.

NEW BUSINESS

Review Board Handbook: Tabled until the next meeting.

OTHER BUSINESS/ANNOUNCEMENTS

ADJOURNMENT: 8:40

Next meeting: February 9, 2015 at 7 p.m.

**Respectfully submitted,
Mark Smillie**