



# + St. Andrew School +

Vitam impendere vero

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## Minutes School Board Meeting June 11, 2012 6:30 p.m.

A quorum was present, and the meeting was called to order at 6:45 p.m.

**PRESENT** – Rose Nistler, Mark Smillie, Jill Caldwell, Father Bart Tolleson and Donna Smillie, Principal (non-voting).

**ABSENT** – Paul Szczepaniak, Donna Weiner, Michael Sheridan

Father Bart led the opening prayer.

### **APPROVAL OF PREVIOUS MINUTES**

Father Bart. made a motion to approve the minutes from the May Board meeting. Rose seconded the motion. The motion passed unanimously.

### **APPROVAL OF AGENDA**

The agenda was accepted by consensus with the addition of Scholarship information from Mark for the coming school year.

### **INTER-MEETING DECISIONS:**

None

### **PRINCIPAL'S REPORT:**

#### **The Last Days of School:**

Kindergarten Graduation:

Fun Day for 3-7:

Senior Graduation

Grade Eight Graduation: May 30

#### **End of Year for Teachers**

The teachers worked the week after school was out, cleaning up classrooms and moving furniture to the halls (K-2, lab and art), turning in grade books etc. and attending meetings. At the meetings I gave a presentation on curriculum and we discussed plans for next year

**Review of the Year:** At the end of year meetings the teachers met to review the year. Here are some questions we asked and the answers we gave:

- **How did our students do academically?** Our students did very well this year. An indication of this success can be seen in the Iowa Tests. Please see results at the end of this report.

- **What were some faculty benefits?:** Christmas bonuses and faculty development seminars. A raise and health insurance.
- **How did we grow?** This year we had more students than ever with 196 starting the year. We kept a good number of our eighth grade class going into high school in 2008 and will have the largest freshman class we have ever had. We discussed ways to keep them through high school.
- **How was communication and organization?** The teachers thought that the year went well as far as organization and communication went. They knew where they had to be and when, they shared rooms and resources without confusion or conflict, they had good communication with the office about students. Phyllis did a good job on attendance and making sure high school students signed out when they were leaving.
- **How did overall discipline go this year?** The teachers did a super job of keeping the classrooms calm and ensuring that there was an atmosphere conducive to learning. It seems this is due to clear communication of rules and consistent enforcement, while at the same time making use of awards for good behavior. There were no major discipline problems.
- **How did we do on our budget?:** The school stayed on target this year. The teachers should be praised for spending wisely. After the report is in for next month we will evaluate this.

#### **Summer Work:**

**The Bathrooms** will be done in about a week and a half.

**Waxing:** The floors continue to be stripped and waxed through next week. Carpets will be cleaned. By the middle of next week we should be able to put furniture back in the classrooms.

**Painting Classrooms:** We contacted anyone who needed PIP points and asked for help to paint classrooms. We had a good response and with Arlette's expert organization, these jobs are either done or on the schedule.

**Summer Lawn Care:** We have asked volunteers to "adopt" an area to keep up this summer. There were only a few people who wanted to do this.

**Painting the School:** There are still areas that need to be painted. Hopefully we will get to this in the summer.

**Computers:** Our IT person(Dustin) is looking into getting a new server donated to us. He is also going to work on replacing old computers that belong to the teachers.

That concludes this report. Thank you for all the support you have been through the year. I really, really couldn't do this job without such a great board! Phyllis will be off in July and the office will be

officially closed. I will continue to take phone messages, get mail, book deliveries, pay bills and do payroll etc. You can get a hold of me by either leaving a message at school or calling me on my cell.

### **Board Discussion of Principal's Report:**

Action item (from last month) – Donna will send a letter to the Bishop outlining our progress with the standards suggested by the Diocese and requesting designation as a Catholic School.

### **BUDGET REPORT: None**

### **OLD BUSINESS**

#### Building Plans –

Bathroom construction is progressing well. Some lead paint was discovered and so abatement was needed.

Josh Wallery from Mountain Home Sales is interested in providing a building onsite. Donna will ask him to submit a proposal of his ideas for the addition including cost and references of his previous work.

#### Strategic Planning – Next steps

The Board decided by consensus to meet on July 9<sup>th</sup> to continue Strategic Planning. Jill will send an email to the full Board.

#### Catholic Comedian - cancel

Due to some scheduling problems, we will reschedule for a date after Christmas. Mr. Brogan would also prefer to perform in a smaller venue. Jill will explore using the K of C hall or the Brondel.

### **NEW BUSINESS**

#### Board Decisions –

Mark suggested that the Board hold a vote on any newly proposed idea for a second discussion and vote no sooner than the following meeting. The Board agreed by consensus.

#### Virtus Training-

Donna S. will call the Diocese and ask if Father Bart can present Virtus training to the school faculty and staff that have not had the training.

### **ADJOURNMENT**

Rose made a motion to adjourn the meeting. Father Bart seconded the motion. The meeting adjourned at 8:12 p.m.

**Next meeting: Strategic Planning on July 9, 2012, 10 a.m.**

**\*Following the meeting, the Chairperson realized she failed to address the Scholarship information Mark prepared. It will be reviewed at the next meeting.**