



+ St. Andrew School +

Vitam impendere vero

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MINUTES School Board Meeting March 13, 2013

CALL TO ORDER

The meeting was called to order at 6:40 p.m.

Present were: Mark S., Michael S., Rose N., Paul S., Jill C., Father Bart, Donna Smillie, Non-Voting.

Absent: Donna W.

OPENING PRAYER was led by Donna S.

APPROVAL OF PREVIOUS MINUTES

Rose made a motion to accept the minutes from the January 2013 meeting and Fr. Bart seconded. With no additions or corrections, the minutes were approved unanimously.

APPROVAL OF AGENDA by consensus

INTER-MEETING DECISIONS

None

Principal's Report:

Questions:

RC Challenge: Sarah Leslie contacted schools that participated last year. Only Valley of Flowers will participate this year. We will have the event in May. It may occur during a regular school day.

Staff for Next Year: Donna S. has asked all faculty and staff about their intentions for next year. A few of the faculty may be leaving St. Andrew.

Vice Principal: The Board discussed the need for a Vice Principal. Donna S. will review the job description for a vice principal. One idea is to have a Dean of the lower grade and a Dean of the upper grades or high school.

Budget report:

No Questions

New Business

Auction

Donna S. gave the auction update. The net appears to be about \$129,000. This is only about \$2000 less than last year.

Recommendations from a development director were reviewed:

- Think about FUNDS, FRIENDS, FAMOUS.
- Keep live auction items to 20 or fewer.
- Consider a second event for the student projects. Students could attend with parents, and parents could bid on the student items in a live auction. The event could be free with concessions and perhaps a limited 50/50 raffle. Perhaps we could have a small 50/50 raffle that kids could play (\$.25/ticket) and a little pricier one for parents (\$1/ticket). We could have the Leprechaun Game and some of the other time consuming parts of the Emerald Isle that perhaps appeal to younger supporters. We might be able to do this the week after the auction to complement the art show.

Have the student projects on display at the Emerald Isle and then explain they will be auctioned at another time (tell people when in case a non-parent wants to vote or even enter a proxy vote)

- Think long term about developing donors.
- Reconsider Stand Up for St. Andrew. People started to migrate out of the room when Stand Up was mentioned. Think about a call for cash and earmark it (like the bathrooms) Technology really didn't say what we would do with the money. Do we need a server? Are we giving kids tablets, etc.?
- Consider Call For Cash
Put an envelope at each place that says "No donation too small or too big. If you want a tax receipt, include your name and address; otherwise, just put in whatever you want. Every penny helps. Wait for the call -Watch the magic!" Call for Cash- anyone who raises hand with an envelope gets a balloon tied to a rock (blarney stone) from principal, priest, board member. Every tenth or twentieth balloon gets a "prize" a raffle ticket, etc. "Let's see if we can get the room blooming with green!"
- Tap into egos at live auction. (FAMOUS) Maybe offer successful bidder a balloon tied to the chair. The Principal or maybe one of the priests awards it.
- Forget appetizers but increase amount of desserts; there were not enough. Desserts keep people at the tables. The appetizers aren't necessary because people have just arrived and we will eat soon. Instead have our students circulating with raffle tickets or something else to sell.
- Decrease the expensive printed stuff – booklets, tickets, and the other printed items at tables. Instead give them something that they will take with them (a glass, a nice pen/stylus, something that will remind them of St. A. The paper stuff gets thrown out. A nice glass, mug or cup or whatever will go home with them and they'll think of us. Maybe a list of who's at the table. Don't tell people where to sit other than designated (purchased) tables.
- Consider combining silent auction items. Sometimes when you have too many, the amounts get watered down just because of the number of items and bidders
- Give auctioneer some guidance – some of the bidding went really long and wasn't as exciting as maybe the two people bidding wanted.

Father Bart suggested an electronic bidding program. For next year, we will investigate the possibility of using an electronic bidding system and a person who can navigate it.

Donna S. reviewed tuition projections and budget projections.

Tuition increases:

Donna S. projects 2013-14 enrollments to be 182 students.

Tuition projection for 182 students is \$559K without a tuition increase.

Paul made a motion to raise tuition 4%. Michael seconded the motion. The motion passed unanimously.

After further discussion the Board agreed by consensus that a 5% tuition is necessary. Tuition for the first child in a family will be \$3900/year; tuition for the second child will be \$2920/year; tuition for the third student will be \$2230/year.

The Board discussed unbudgeted accreditation costs that we will face this coming year. Father Tolleson made a motion to eliminate the 5% discount for paying the entire tuition at the beginning of August. Michael seconded the motion. The motion passed unanimously.

All fees will remain the same.

Donna S. will contact "Facts" about tuition collection and report to the Board. She will also review other schools' graduated tuition (according income reported on tax returns).

Staff Salary increases:

A 2% payroll increase would raise the personnel costs to \$553,400.

Father Tolleson made a motion to increase the faculty salaries by 2%. Michael seconded the motion. The motion passes unanimously.

Donna will contact "Facts" about tuition collection and report to the Board.

KNEH Request

KNEH asked St. Andrew to sponsor a day of programming for \$100. Rose reported that KNEH has corporate rates that might give the school more exposure than one day of programming. Jill will contact KNEH and report at the next meeting.

OTHER BUSINESS/ANNOUNCEMENTS

None

ADJOURNMENT

The meeting was adjourned at 9:20 p.m.

Next meeting: April 3, 6:30 p.m.