



+ St. Andrew School +

Vitam impendere vero

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MINUTES School Board Meeting January 8, 2014 7:00 p.m.

CALL TO ORDER

The meeting was called to order at 7:04 p.m.

Present were: Mark S; Jill C.; Father Tolleson; Paul S; and Donna S.; Principal, Non-Voting

Absent: Donna Weiner and Michael Sheridan

OPENING PRAYER: Paul Szczepaniak

PRELIMINARY REMARKS: The school board welcomed Chris Szpilka to the board and explained how the meetings are run.

APPROVAL OF LAST MONTH'S MINUTES: Jill moved, Fr. Bart seconded

PRINCIPAL'S REPORT

Christmas Bonuses: The teachers have asked me to thank you for your kindness in awarding them Christmas bonuses! At this time of year, there are many extra expenses. One teacher told me that traveling home was made possible through this extra gift.

Christmas Program: The choir teachers and homeroom teachers did a marvelous job of the Christmas program. The music was beautiful and in some cases very difficult. One choir director from out of town commented on the fact that it is difficult to get students to transition quickly and quietly between songs. He was impressed that ours do it so well.

Christmas Cards: The office staff sent Christmas cards to all of our 2013-14 benefactors.

Building Maintenance: Over Christmas Break there were some projects that were worked on:

- There were two furnaces that needed to be fixed. One is in the boys' bathroom and heats classrooms for grades 3-5 and the boys' bathrooms upstairs and down. Tony Poelman was able to order a part and get this one going. Also, Randy vacuumed out the water that had flooded into the ducts. The other furnace is in the room next to the stage. This had a worn out part on the mechanism that turns on the fans. American Sheet Metal is working on this.
- This break carpet transitions were installed in grades K, 1 and 2.
- Tony, Randy and I met with professionals who are helping us to find the right equipment for keeping the floors well-maintained and shiny.
- We also purchased a new backpack vacuum.
- We kept a faucet running a bit over break to keep the pipes from freezing. (A plumber advised me to do this one spring when we had a problem. It seems to work.)
- Last but not least, we put away all the Christmas decorations.

Enrollment for next year has begun: Is it possible to decide on tuition for next year?

New State Tests: We have been informed by OPI that the state will transition from the State CRT test to the Smarter Balanced Assessment field test. Last year St. Andrew was allowed to participate in the CRT for no cost to the school. Next year we will be allowed to participate if we so desire, but we will have to pay for the tests. I will do some research into the test and costs.

End of Year Donations: The school is grateful for the people who make generous end of year donations. Without these donations, we would not make budget and would have to cut programs which enrich our students' education. Please remember to pray for our benefactors!

VIRTUS classes: We had planned to schedule a VIRTUS class for January but we had one in October so we are pretty much caught up for the year. We will see if there are new volunteers to decide if we should have another this spring.

BUDGET

Donna presented the budget. There was a discussion about whether or not to set tuition at this meeting. A motion was made: The principal should inform new parents at interviews that there will be an increase of possibly 3-5%, but that the exact amount will not be decided until after the auction. Mark motioned, Jill seconded.

The board asked that Donna publish an annual financial report before the auction.

OLD BUSINESS

1. **Accreditation:** The board reviewed a list Jill made of area of growth suggestions/parent survey results and discussed possible action items. The following were noted:
 - Hire an administrative position,
 - Parent communication especially web-based grade reporting
 - Curriculum development
 - Faculty professional development in classicism
 - Alumni association
 - Offer retirement program to teachers by 2015
 - Fulfill requirements and receive diocesan recognition

NEW BUSINESS

- **Calendar:** The board discussed important items that need to be addressed and when.
February: Auction Report
March: Donna S. should draft a budget for the board to consider.
Donna S.: Send out letters of intent to teachers
April: Teachers contract go out.
Enrollment contracts go out.
- **VIRTUS:** All fall volunteers are up-to-date. New volunteers should attend parish program.

OTHER BUSINESS/ANNOUNCEMENTS

ADJOURNMENT: 9:05 p.m.

Next Meeting is February 12, 2013 at 7:00 p.m.