

Holy Rosary School Commission Meeting Minutes

Thursday, Jan. 7, 2010

6:00 – 8:00 PM

Open Meeting

Attendance:

In Attendance: Meg Peterson, Terry Scanlan, Randy Peters, Sarah Dahleen, Patrick Kennedy, Ann Martin, Steve Lewis, Sherri Chun, Julie Campbell, Mark Golubiec, Javier Fosado, Fr. John Madigan, Melissa Witsoe, Terri Rambosek, Mark Simmons, Ted Mohrbacher, Carrie Bendzak, Mary Campagnaro

Absent: Mary Jo McFaul

Opening Prayer – Terry Rambosek

Leadership Reports:

Pastor's Report:

- Father John discussed a Leadership Excellence seminar he is participating in with several other priests. It is presented by the Gallup Foundation. One of the follow up activities is a survey of the whole congregation, most likely to occur during Lent.

Principal's Report:

- We are moving closer to the goal of classrooms in the Parish Center. He has a tentative completion date of next Friday. Art and Music will be in the Parish Center.
- They are also looking at storage and the shared needs of the school and parish.
- Still looking at the possibility of using downstairs rooms for a Preschool.
- The staff is diving into the accreditation process. A Chairperson has been selected for each study team.
- There have been 50 kindergarten applications submitted for 56 spots. Interviews will occur in Jan. & Feb.
- The Catholic Schools week schedule has been finalized.

Vice Principal's Report:

- The faculty has been divided up into teams for accreditation. One of their jobs will be to ask questions and put together reports. School commission members will need to be involved.

Development Report:

- \$70,000.00 of the Annual Fund pledges have been paid to date. If all the outstanding pledges are received, there will be a total of 105K paid. This is 5K over the current target.
- The alumni appeal was mailed out the 3rd week of December. Thus far, we have received \$1400.00 which is ahead of the pace from last year.
- The Open House will be from 10:00 – 1:00 on 1/31. Seventh and Eighth graders will give tours and the Parish Center will be on the tour path.
- Development will be focusing on the Grandparents lunch and will do a follow up appeal.
- We are helping to coordinate the weekend Parish Open House. Students will be there with laptops to allow people to register to donate gifts.
- If preschool approved we will be ready to have something together for the Open House (hopefully)

- Working on sponsorship for the Auction. Let Sarah know if you are aware of a business that might want to be a sponsor.

Council Reports

Parent's Club:

- The Sally Foster wrapping paper sale exceed goals, however we were not happy with the representative from Sally Foster.
- At the Parent's Club meeting next Tuesday, we will present what we are doing in terms of fundraiser analysis.
- Starting the process of looking for a Vice President for next year.
- Melissa had a volunteer that would like to assist with the Preschool – passed the name on to Terry.
- If teachers would like to present on topics please let Melissa know – we would welcome their participation.

Finance Council:

- Went through the previous months results. The school is 10% under budget. Parish + School 8% under budget overall.

Pastoral Council:

- Nothing to report.

Admin Commission:

- Working on organizing the tours for the Parish Center. The Girl Scouts will help provide tours along with Admin Commission members.

Committee Reports:

Budget Committee:

- Working on setting budgets for overall parish. Goal is to cover 400K debt service, operating expenses and also budget for future capital replacements. They have established a budget for the school and presented it to the Parish Council.
- Still some reconciliation and discussion to be done with the Parish & Finance Councils.

Bldg/Grounds:

- Meeting scheduled for tomorrow.

Endowment:

- Meeting in March.

Technology:

- Meeting scheduled for Monday.

Health/Fitness:

- Created ideal hot lunch standards. Will be getting those published and reviewed by Randy and subsequently the Commission.

Green Team:

- Some tasks remaining to complete Grant requirement – the team is working on that. Includes reviewing K – 3 instructions on composting and recycling and working together with the kids.
- The new Parish Center will be included in the recycling/composting program.
- Creation of a Holy Rosary Swap List in a Craigslist style has been proposed. Green Team will present at the next open meeting.

Preschool:

- Meeting with Dan Miles next week to discuss use of the Parish Center. Also meeting with a permit specialist who can advise as to whether a permit to use as a pre-school will be approved.
- If we get positive feedback on the permit – we will submit and move forward.

New & Old Business:

- School Families & Mass Attendance
 - o Randy & Terry discussed the possibility of a survey from the school families regarding mass attendance as one of the focus areas of the Accreditation process is development of faith and a survey would assist in measurement.
 - o Father John will contact the Archdiocese statistical expert to facilitate a meeting with the commission to get the ball rolling on a survey.
- BASE – Sherri has been working on helping to streamline BASE payment options. BASE is encouraging families to move to a monthly plan rather than a daily plan. Also encouraging the use of EFT.
- The BASE calendar is now online and complete through June.
- Auction dinner is now scheduled for Feb. 6th.

Respectfully Submitted

Julie Campbell
Secretary
Holy Rosary School Commission
Jan. 16, 2010