

Holy Rosary School Commission Meeting Minutes

Thursday, October 7, 2010

6:00 to 8:00 p.m.

Attendance

Members attending: Father John Madigan, Dr. Randy Peters, Currie Baker, Sherri Chun, Sarah Dahleen, Javier Fosado, Mark Golubiec, Patrick Kennedy, Steve Lewis, Ann Martin, Ted Mohrbacher, Meg Peterson, Terri Rambosek, Mary Simpson, Ann Summers, Conrad Smucker.

Members absent: Carrie Bendzak, Julie Campbell, Mary Jo McFaul

Opening Prayer

September meeting minutes approved.

Leadership Reports

Pastor's Report:

- New pastoral council is being formed.
- Stewardship commission is hosting a welcome lunch in October and performing follow-up from Gallup survey last spring.
- New Mass schedule is in place, and attendance at Sunday evening Mass is growing.
- Seminarian Peace Phan has arrived and is working within school and parish.
- Concerns expressed about Mass attendance by school families and the expectations regarding in-parish tuition. School participation in sacramental life of parish vital to maintaining a healthy parish.

Principal's Report:

- Discussion of role definitions and organizational flow in light of guiding principles of Catholic education. Need to work toward aligning the roles of principal, school staff, school commission, parents club and parents with those principles in mind.
- General volunteer hour policies, such as the number of hours required of each family, the breakdown of hours into fundraising and general hours, and the cost of "buying out" hours not completed, will be reviewed and determined each year by the school administration in collaboration with the school commission. However, the specific operational decisions made throughout the year (within the parameters of the aforementioned policies) as to how best to allocate and administer these hours will reside with the school administration and advancement office, in collaboration with parents club personnel and fundraiser committee chairs. This is to ensure the most efficient, expedient, and effective stewardship of

the school's volunteer resources, by placing their use at the nexus of where the day-to-day knowledge of fundraising needs exists.

- Trend is toward closure of large number of Catholic schools, particularly in low-income areas. A school's decline can occur quickly.
- Fiscal procedures need to be tightened to provide adequate oversight of all funds.

Vice-Principal's Report:

- Accreditation self-study document draft distributed for review and comments.

Development Report:

- Tree lot will be on school grounds and work is underway on advertising new location.
- Annual fund is trending upward over past few years.

Council Reports

Parents Club:

- Magazine sale exceeded goal and raised \$127,000.
- Parents club meetings will feature speakers on subjects such as bullying and Internet safety.
- Discussion of reformatting the eFC now that the document is in electronic form only. Terri R. will work on a system for prioritizing messages in the eFC.

Finance Council:

- Andy Wiegand is new chair of finance council.
- School was \$30,000 under budget last year. Parish was approximately on budget.

Admin Commission:

- Ad comm. will be coordinating with school commission's Building, Grounds and Safety subcommittee on action items such as sidewalks and secured entrances.

Committee Reports (provided in advance of meeting)

Health and Wellness:

Evaluation of hot lunch program will occur this month. Target date for implementation of new system, if any changes are made, will be by January.

Advancement Committee: First meeting Oct. 12 6pm

Annual Fund

Final 09-10 \$107,687 (Goal of \$100,000)

10-11 Total pledged to date: 251 families, \$81,873

2nd appeal to families that did not pledge will go out late October

Grants

Current grants in progress: State Farm – security; Waste Management – recycle bins; Home Depot – Garden grant.

Submitted: Tulalip Tribes; Muckleshoot Indian Tribe; Puyallup Indian Tribes; BEF Solar grant; Green Across America

2010 Tree Lot

Focusing on marketing

Received donation of Clearwire billboard – Huber family Thank you!!

Possible receipt coupons at Safeway

New banners in design – looking at cost

100 yard signs

Working on layout using Holy Rosary property – will have drawing this week

Expect to spend about \$2000 in marketing this year

2011 Auction – April 9, 2011

Theme – Lights, Camera, Auction!

Leadership Team: Rene Miller – RSA/Procurement, Ann Conway – Operations, Pat and Bonnie Heidal – Logistics, Christine Grienauer – Finance

Auction Leadership team meeting: Oct. 13 6pm

Web site construction underway

WestFest

Preliminary numbers in receipts about \$4000 higher than 2009

Expenses still coming in

Post Mortem – Oct. 18 6:30pm

Volunteer Coordination:

Working with Jennifer on process for payments handled by volunteers – guidelines to be published.

Working with Tech team to set-up web site process for asking volunteers if they have completed Safe Environment and have a background check (before they can volunteer on-line)

Building, Safety and Grounds Committee:

The Buildings, Safety and Grounds Committee has identified five areas of focus for the coming year:

1. Improving safety and efficiency of dropoff and pickup procedures
2. Establishing reconstruction/resurfacing of school yard as a major capital project in order to create a safer play environment and improve alternative uses of space
3. Imposing access restrictions on school doors to improve security
4. Implement systematic tracking of on-site injuries and hazards
5. Adding a garden on the school grounds

The committee is exploring the following measures to improve safety on 42nd Avenue SW and dropoff/pickup procedures:

- * Asking the City of Seattle to install a traffic bulb on the southwest corner of 42nd Ave. and Dakota to preclude wrong-way (southbound) use of street, slow down northbound traffic and improve pedestrian safety
- * Asking the City to re-stripe the crosswalks at the intersection of 42nd Ave. and Genesee
- * Expanding the sidewalk in front of the school and along the curb
- * Establishing the alley next to school as an alternative dropoff/pickup point for older students
- * Adjusting schedule of other parish events to avoid conflicts with dropoff/pickup times