

Holy Rosary School Commission
Meeting Minutes

Thursday, November 1, 2012

Attendance:

Those Attending: Fr. John, Michael Cantu, Patrick Kennedy, Sherri Chun, Chris Henggeler, Mike Hooks, Amy Huber, Derek Logan, Ted Mohrbacher, Conrad Smucker, Ann Summers, Maritherese Thomas, Mary Simpson Meg Peterson, John Vair, Cindy Wingo

Absent: Ken Tews, Melissa Witsoe (rotation with Meg Peterson), Mary Jo McFaul (rotation with Ted Mohrbacher), Alicia Sands

Opening Prayer

1. December Meeting:

Confirmed the 12/6/12 meeting. First half to be Commission Business followed by a Holiday social hosted at Ann Summers home. Ann Summers to forward a potluck sign-up.

2. Card of Appreciation:

Amy Huber gathered for signature, a card of appreciation in recognition to Jennifer Hazzard, Holy Rosary School new Office Administrator, for the seamless attention to detail and maintenance of the front office.

3. Principal update:

- There has been a growing homeless presence at Holy Rosary Church. With that comes the need for diligent attention to the student interaction and safety. Church security will proceed with kindness to address the need for such participants to vacate the Church during times that students will be in attendance.
- School Reach, the new Parent Notification system is fully populated and will go into effect within a week. Parent announcement goes out to all families next week.
- Program enhancements to Math and Language Arts continue to evolve with involvement of teaching staff.

4. Father John update:

- The fourth graders dressed as Saints were featured in today's school Mass and will be featured again at Mass on Sunday.
- Continuation of Development and Stewardship of Holy Rosary Parish and school:
 - Friday, 11/16/12 @ 6-7:30 p.m., School Hall, Happy Hour as a 'thank you' to significant contributors to both the Church and school.
 - Child Care in the gym will be provided.
 - Task for the Commission to invite three (3) to this event.

5. Safety Procedures Commttee update:

- Committee members, Maggie Judd, Scott Stoefen, Sherry Smith and Mary Simpson meet quarterly.
- They do have published minutes and are currently accepting additional members for their 11 a.m. meetings. For more information please contact Mary Simpson.

6. Centennial Fundraising:

A conversation developed around the need to establish a tangible focus around Fundraising for our forthcoming Centennial celebration. Ideas brought forward included endowment, playground improvements, window replacement, curriculum focus of text books, iPads, and technology. No decision was made, and this will continue as we progress.

7. Online Registration:

Patrick Kennedy and Kimberly Tish are in the process of developing a new online registration portal. Updates will continue as the program evolves.

8. Art Literacy:

The second suitcase from Seattle Art Museum (SAM) has been received with less than anticipated excitement. The process of training and development is difficult to define because of the unknown focus of the items included. We may need to reassess this program and potentially create our own. Ann Summers to research as we move forward.

9. PS –Stores Fundraiser:

Marithere Thomas presented a quickly approaching Fundraiser from the PS Stores to donate 20% of their proceeds to Holy Rosary on Tuesday, 11/20/12, 6-8pm. This generous opportunity from PS-Stores will be advertised in the eFC and Parish Bulletin.

10. Parents Club Update:

1. Next meeting will be Wednesday, November 7th, at 6:30 in the School Hall.
2. Tree lot will be open the day after Thanksgiving for the ‘soft opening’ and a week later for the ‘Grand Opening’.

11. Subcommittee presentations: Brief update from all Subcommittee work

- **School Communications:** The communication team sent out a first draft matrix of different types of information communication by the school. We have asked the team to add to the list, along with how this communication is delivered (example - information regarding student grades is delivered by Powerschool). We are also asking how effective this communication is perceived to be. Parent survey data is being analyzed, along with data from our most recent accreditation self-study report. Future analysis will include a look at best practices among schools of equivalent size.
- **School Building and Grounds:**
 1. As to the potential playground project, we are attempting to determine what work has been done in the recent past on this project. We have spoken with Sarah Dahleen (past Development Director) and with a potential contractor who bid on the project 2 years ago. We are compiling a list of other potential contractors to invite bids. Before we do so, we need to confirm all the work that will be necessary. Beyond replacement of the playground equipment, we believe it will be necessary to level the base beneath the Big Toy area and possibly install a water collection system. We are speaking with Matt to try to identify all the elements of the project.
 2. Team to meet with Alicia Sands to discuss our proposed “to do” list. In addition to the Big Toy project, we would like to investigate the feasibility of

completing replacement of the school windows and of solar panels. We would like to speak with Alicia Sands regarding possible grants for these projects or otherwise thoughts whether we can proceed with them.

3. We have spoken with AdCom about putting something on the railings at the north end of Lanigan to discourage kids from sitting on them.
 4. Bathroom panels in the boys' restroom should be replaced before year end.
- **Catholic Identity:** Working on the cost for a cross for the gym and once I have the cost we will be working on the details for raising the money for it. Hopefully we can accomplish this by the end of December.
 - **BASE:** Continued assessment of fee collection process.
 - **Volunteer Program:**
 1. Parent Commitment Hour Program – decided that it makes more sense to have the trackers send out 3 trimester updates to allow parents to see where they are as opposed to confirming hours every time they submit. It would simply take too long for them to do this. Also, will look into sending families thank you cards once they finish with their 50 hours.
 2. Review of fundraisers – each member will take a fundraiser to review ROI (return on investment). Maritherese will take Westfest, Patrick will take Tree Lot, and Ann will take the Magazine Sale. We hope to finish this by January. Then all three will work on the Auction.
 - **School Finance:**
 1. Q1 Results show School (\$33K) behind YTD budget. Parish Finance Committee agreed to monitor the overage and look for increased fundraising dollars to be produced from our Development Director's activities, and increased tuition revenue from new students that Michael Cantu has welcomed to the school in the past month.
 2. Finance Subcommittee will meet November 13, 2012 to discuss guiding principles for 2013-2014 Budget (e.g., 5% tuition increase, teacher salaries, middle school tiered tuition, multi-child discounts).

Closing Payer

Adjourned 7:00 p.m.