



St. Monica School Board Meeting Minutes
6:00pm – Parish Conference Room
August 28, 2017

Attendance

Board Members

Present: Liesl Mayerson, John Isbell, Claudia Mathison, David Martin, Jenny Gamble, Jeff Jordan, Cecilia Martin, Karla Armendáriz

Absent: Larry Brown

Others Present:

Pastor: Father Michael Guadagnoli

Principal: Phil Riley

Business Manager: Debbie Diaz

PTO President: Jennifer Reed

Dads' Club Treasurer: Jim Buckley

Pastor's Report

- Father Guadagnoli called the meeting to order with an opening prayer.
- Reported that a new Seminarian, Elmer Herrera, will be at our church.
- Father Guadagnoli emphasized that his goal is for priests to also be part of the school and be seen around the classrooms.

Principal's Report

- Enrollment is at 802.
- Mr. Riley reported that school started off well.
- For Academics: has been working on Mathematics and electronic textbooks.
 - Teachers will be trained on the different applications
 - Setting up the Electronic textbooks
- Reviewed changes to June Cooper Learning Center
 - Amy Melle and Karen Smith switched rooms making a better arrangement for the kids and will help with noise level for those testing or doing work.
 - Working on setting up a couple of electives where kids will make some of the announcements on the intercom. They will be prerecorded.
 - Ms. Melle and Ms. Smith are collaborating with teachers to bring in kids from different classes and help them out.
- Reported that the 8th grade retreat send-off was on Friday, August 25, 2017.
- Bridge to BL will happen in September. Mr. Riley and a couple of teachers are working on this.
- Sending out notes to families addressing overdue unpaid tuition. Continuing to on-going efforts to examine and improve processes regarding tuition payment.
- Parker School Uniforms – Mr. Riley will meet with their CEO on Wednesday, August 31 to address service this year.



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PTO Budget Presentation

- Jennifer Reed attended the board meeting to report on some highlights and changes for this year's PTO budget
- Last year the PTO generated \$300,000 in revenue.
- She spoke about many of the PTO's responsibilities
- Some of the 2017-18 Budget Highlights included:
 - Autumnfest – Raffle will not be combined with Dads' Club and will now be a separated from Dads' Club expenses.
 - Spirit Store income remains the same.
 - Fleece jackets – cost of fleece jackets went up but PTO is keeping them the same and by covering that increase.
 - Field Day – expenses are going up. Last year t-shirts were underwritten.
 - Teacher appreciation – increased budget to be able to provide teachers lunches for birthdays.
- John Isbell asked if there would be an opportunity to stock high-end SMS items in the spirit store with new McManus Hall store setup. This could help generate more money for the PTO.
 - Mr. Reilly mentioned that it was under discussion for future Spirit Store plans.
- Board approved the budget.
 - Karla Armendariz motioned to approve budget, and Jenny Gamble seconded.
- The Board thanked Jennifer Reed and PTO for presenting and for all they do for the school.

Dads' Club Budget Presentation

- Jim Buckley, Treasurer of Dads' Club, presented an overview of the Dads' Club Budget and highlighted some of the plans for the upcoming budget
- He reported that Dads' Club is making the strategic decision to keeping a pool of funds to be able to prepay when reserving items related to Gala as this can help get discounted rates and ultimately cut costs, therefore increasing profit.
- He reported that Dads' Club is donating money for a new scoreboard for the gym. Mr. Riley reported that they are still discussing and researching the details of the new scoreboard.
- Mr. Riley highlighted some of the donations Dads' Club has made to the school in recent years.
- The Board thanked Jim Buckley and Dads' Club for presenting and for all they do for the school.



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Financial Report

- Debbie Diaz reviewed Balance Sheet as of July 31, 2017.
- Reported that all building assets has been taken out and is now part of the Parish's balance sheet.
- Deferred revenue (tuition revenue) – this year it will be split over 12 months.
- Reported that combined School and Parish audit came out well. No issues were reported.

Board Constitution Revisions

- Discussed upcoming proposed revisions to the Board Constitution
- There will be further research conducted on these changes before the Board President sends out a soft-copy draft highlighting final changes between now and the next meeting.
- We will vote on the new Constitution in the September Board meeting.

Pillar Owners

- Liesl Mayerson reported that there are two Strategic Pillars who do not have an owner/leader. Any board member may volunteer to spearhead.
 - Pillar F: Integrated Educational Technology and Pillar H: Extracurricular Development

Other Business

- Meeting adjourned at 7:35pm.
- Minutes submitted by Secretary, Karla Armendariz.