



ST. THOMAS MORE PARISH SCHOOL

Reaching Minds · Touching Hearts · Shaping Souls

School Board Meeting Minutes August 15, 2017

I. Call to Order and Quorum

Diane Webber called the meeting to order at 7:10 pm. Board members present were:

Diane Webber:
President/Finance Comm.

Renee Harris: Vice
President/Advancement
Comm.

Christina Hendrickson:
Treasurer

Duane Hartmann:
Secretary/Technology Comm.

Oscar Martinez: Buildings &
Grounds/Finance Comm.

Kate Lykes: Finance Comm.

Vicky Alvarez: Finance
Comm/Advancement Comm

Kristen Thome: Principal

II. Opening Prayer

Diane Webber offered the opening prayer. Meeting called to order at 7:10 pm.

III. Reports

a. Principal's Report

Renweb: Renweb databases are still being populated. The focus is ensuring all parent emails are correct. This will allow parents to update various forms through Renweb. Renweb also integrates with FACTS and Donor Connect.

Enrollment: Current enrollment is 439 total students, 410 in the main school and 78 in pre-school.

Financial Aid: STM received financial aid, through the Archdiocese, for 11 students (9 families). STM provided financial aid for an additional 30 students.

Academics: Ms. Thome has designated Mrs. Coco as the Instructional Specialist for preK through 3rd grade and Mrs. Lewis as the Instructional Specialist for 4th through 8th grade. The school has received a \$25,000 grant to fund an additional reading specialist (Jenny Skjonsby) to assist the Academic Success and Enrichment (ASE) lab. Ms. Skjonsby works closely with Ms. Coco. In the future, STM must provide matching funds to get the grant. Private tutoring is available. Cost for private tutoring sessions will be paid by the parent.

Sarah McDonald is the Director of Special Initiatives.

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Mrs Abrameit has been hired, on a part time basis, to be the Music Appreciation teacher.

Teachers and staff will be attending Love and Logic training. Love and Logic program emphasizes positive reinforcement.

Athletics: The STM football team has been practicing for the upcoming season. Two STM girls are on the football team this year.

The first Pep Rally of the year will be on Wednesday, August 23rd at 2 pm. Soccer and volleyball tryouts going on now.

Facilities: The Prayer Garden was beautified over the summer. The music room will be updated. The updates will include new paint and new carpeting. Fr. Hai will utilize STM Church funds to pay for the music room updates.

Advancement: The DonorConnect software has been installed.

b. Treasurer's Report

The school board treasurer presented the budget figures through June 2017. This budget distributed closes the 2016-2017 school year. The school is completing the transition to a new financial software package. The new budget software will allow more detailed tracking of the budget. The endowment fund check should be received this month (August 2017).

The 2018-2019 budget must be submitted to the Archdiocese in February 2018.

c. Advancement Report

Annual Fund: The Advancement Committee chair presented information developed to launch the annual fund campaign. This year's annual fund campaign goal is \$20,000 and is scheduled to launch at the end of August 2017. The campaign tag line is "Together we Give, Together we Grow". The campaign will include social media components. Donations can be made through the Renweb portal. Money generated through the Annual Fund campaign will be placed in a special account, subject to all laws governing charitable fundraising.

d. Technology Report

The technology committee chair met with the STM school technology lead, Mrs. Felton, and is considering current and future computer and communication network needs for the school.

IV. Unfinished Business

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- a. Preview Board Assignments/Strategic Plan Update
School board members were asked to assist the Principal in updating the Strategic Plan. School board member assignments will be discussed and finalized at the September board meeting.
 - b. Action Item Follow-Up
Review of action items was tabled until the next board meeting.
- V. New Business
- a. Referral/Tuition Incentive Program
The Board agreed that some type of a tuition reduction incentive program is a good idea and would increase student enrollment. The details of this program will be addressed at future meetings.
- VI. Other Items
- a. STM Social Media Groups/Pages: There are a number of social media websites/pages related to STM. Options for monitoring these sites were discussed. Ms. Thome will research to determine how other school's are addressing this issue.
- No other items were discussed.
- VII. Adjournment
- Oscar Martinez offered the closing prayer. The meeting was adjourned at 8:35 pm.