



ST. THOMAS MORE PARISH SCHOOL

Reaching Minds · Touching Hearts · Shaping Souls

School Board Meeting Minutes December 12, 2017

I. Call to Order and Quorum

Diane Webber called the meeting to order at 7:08 pm. Board members present were:

Diane Webber:
President/Finance Comm.

Duane Hartmann:
Secretary/Technology Comm.

Cristina Hendrickson:
Treasurer

Renee Harris: Advancement
Comm.

Oscar Martinez: Buildings &
Grounds/Finance Comm.

Kate Lykes: Finance Comm.

Vicky Alvarez: Finance Comm.
Advancement Comm.

Kristen Thome: Principal

Also present: Casey Leung: STM Business Manager

II. Opening Prayer

Vicky Alvarez offered the opening prayer.

III. Reports

a. Principal's Report

Renweb: Database is being updated on a regular basis. Grades entered by teachers are immediately available.

Enrollment: K-8 enrollment is currently 372 students. PK3-4 enrollment is currently 60 students.

Academics: STM is prepared to host the ARCHHGH (Archdiocese of Galveston/Houston) Science Fair (middle school 6th – 8th grades) on January 25, 2018.

Title funds to be used for professional development series on differentiated instruction. Instruction will be held on two afternoons, one in January, a second in February or March.

Athletics: Basketball tournaments are underway.

Advancement: An STM bingo event will be held on December 15th as a kickoff for the Steps for Students campaign.

General: School Safety – Safety on School premises is a high priority, especially this time of year. A constable is scheduled to speak regarding best practices on school safety.

Two additional students will have enrolled to start in January through the online enrollment. Four students (2 pre-K, 2 day school) will not be returning in January due to moving out of the area.

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Calm Crusaders: A 6-week psychological analysis program “my anxiety plan”, is intended to help students with anxiety. A Parent night will be held on February 22nd. The program will be held every Wednesday after school at a cost of \$250. Title IV funds may be used. STM Administration will verify if Title IV funds can be used.

b. Treasurer's Report

Sales Expenses: request made to determine what expenses are part of the Sales Expenses. A request was also made to determine what is included in Sales income.

The board reviewed options to develop tuition structure for next year.

Options were discussed to target locations to provide information to existing and perspective students. Options included, identifying current student location on a map and target mailings to those areas. Another option was to hold a young mothers meeting promoting STM. This meeting would be held in someone's home. Board member Kate Lykes will identify young mothers groups in area for an STM event.

The board discussed student rate trends. Trends have been declining in recent years. The administration will research to determine which grades are declining. A third option is to create a campaign targeting pre-K parents. This campaign would highlight the K-8 school achievements. The campaign would include academic results, as well as other aspects of a Catholic education, including love and logic aspects. The campaign would include video testimonials of recent graduates.

c. Advancement Report

Send out e-blast for Annual Fund end of the year push. Annual Fund captains are meeting in January.

d. Technology Report

No report given.

IV. Unfinished Business

V. New Business

- a. No new business was discussed.

VI. Adjournment

Duane Hartmann offered the closing prayer. The meeting was adjourned at 9:05 pm.