



ST. THOMAS MORE PARISH SCHOOL

Reaching Minds · Touching Hearts · Shaping Souls

School Board Meeting Minutes October 17, 2017

I. Call to Order and Quorum

Diane Webber called the meeting to order at 7:15 pm. Present at the meeting were:

Diane Webber:
President/Finance Comm.

Duane Hartmann:
Secretary/Technology Comm.

Christina Hendrickson:
Finance Comm

Kristen Thome: Principal

Casey Leung: STM Business
Manager

Judy Gentempo:
Administrative Assistant

Not Present: Renee Harris, Oscar Martinez, Kate Lykes, Vicky Alvarez

II. Opening Prayer

Christina Hendrickson offered the opening prayer.

III. Reports

a. Principal's Report

Renweb: Renweb database is being updated on a regular basis.

Enrollment: The current enrollment is as follows; K through 8 - 379 students; PreK3-4 - 60 students for a total of 439 students enrolled (an enrollment of 488 students was used when estimating the 2017-2018 school budget).

Academics: Report cards are being sent out this Friday. Report cards sent via email. The email will provide a link to Renweb where the report card can be found.

Professional Development: The STM administration will utilize Title Funds to support teacher professional development programs. Title 1 and Title 2 funds can be used for professional development.

Athletics: The STM football team will be playing in the championship football game this Saturday, 9 am. at St. Thomas High School.

Advancement: Oktoberfest raffle tickets made \$37,000.00. More detailed Oktoberfest financial information will be announced soon. The administration is researching to have a church/school bingo event to kickoff the Steps for Students event.

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b. Treasurer's Report

The STM School Board Financial Committee Chair presented the latest STM school financial information. The current budget anticipated 410 students enrolled in both the day school and the pre-school. As previously reported only 372 students actually attend STM. This enrollment reduction has resulted in a decrease in expected tuition. The administration will identify strategies to reduce costs.

c. Advancement Report

Annual Fund update: STM has received pledge cards from donors. The current amount donated or pledged will be provided at the November STM School Board meeting. The Annual Fund campaign will become more active now that Oktoberfest is over. The new mail outs will take into consideration those STM families displaced by Hurricane Harvey. A video acknowledging the benefits of an STM Catholic education will be developed.

d. Strategic Plan

The STM Strategic Plan is being updated. Individual STM School Board members performed their initial review and will provide comments to Ms. Thome by November 10, 2017. After Ms. Thome completes the initial update, small working groups will review each section and provide comments.

e. Technology Report

No report given.

IV. Unfinished Business

- a. There was no unfinished business to report.

V. New Business

- a. Referral/Tuition Incentive Program: Diane Webber updated an example stating the requirements for a tuition referral incentive program. She will email the draft to the board members for their review.

VI. Other Items

- a. No other items were discussed.

VII. Tabled Items

- a. There were no tabled items.

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VIII. Adjournment

Diane Webber offered the closing prayer. The meeting was adjourned at 8:10 pm.