



Mary Immaculate Catholic School

January 17, 2011

Present: Lisa Staberg, Eddie Eason, Marcus Scrudder, Matt Krause, Jim Bitterman, Father Michael, Stephen Hunt, Mike Tullis, Rita Ford

Absent: Charlotte Bickerton, Thom Suhy, Jim Stofer

Guests: Dan Olinger, Rosemary Martinez, Holly Kerr, Marianne Megarity, Scott Ford, Dan Olinger, Eric Rozier

Motion was made by Jim Bitterman and seconded by Stephen Hunt to approve minutes from November (no December meeting held) meeting. Unanimously approved.

Pastor's Report:

- St. Ann's mass went well.
- We received a \$112k donation sent in response to Vision solicitation to alumni families.
- Father will talk with Finance committee about what to do with Vision fund. We haven't been making contributions to the Aquinas fund- just sitting in the operating account. Will look at a CD or similar investment.
- Special thanks to Rosemary and Holly for the efforts that they have put in that resulted in the outstanding Vision results.
- Discussed the need for the future to determine if there should be a threshold on how we allocate the Vision money. We would have to amend current endowment documents if we wanted to do this. Holly will put this on strategic plan for development.

Principal's Report:

- Enrollment: 493 up 2 more from last meeting.
- Open house tomorrow at 9 a.m. for prospective families.
- Matt speaking to St. Ann's preschool parents in February.
- Phone system went in over the holidays.
- Computers delivered over Christmas as well.
- Started working on whiteboards- 6B is done. The rest are here, working with MIDs to see if they can help. MIDs are reluctant due to the expensive nature of the boards so Eric will get a quote from his contract installers; then use the MIDs for prep and clean up work.
- Super Kids with super sharing – collecting athletic equipment.
- Cautiously optimistic about 3 kindergarten classes; if we have enough for a 3rd 1st grade class we will need to add 1 teacher back to the budget.

Director of Development Report:

- Need to determine how we used tuition assistance money. Will work with Matt and Helen.
- Auction committee has approached her about doing a Top Hat program for an electronic sign out from. This brings up a lot of questions- is there something more in line with strategic plan that might be better? If we do this and don't raise the funds needed, how long would the donors be willing for us to keep money? (Cost of sign approximately 30k). Would church contribute if we advertise for them as well? Discussed and determined that this was their choice – but that it would not be subsidized by anything else.
- Scrip balances – letter going out to families about not meeting obligation.
- Booster-thon- Since we are having a great year in terms of fundraising and we want to do something for the community, it has been decided that the proceeds to the Booster-thon will go to the Dallas Lighthouse for the Blind.
- Discussed science lab- Holly met with St. Monica and learned the process and foundations that they used to get their lab so that we can also look at grant possibilities. We would need to provide some money of our own. Holly is asking the finance committee what we might have to contribute to something like this. Marcus reminded all that although we have had a great year in fundraising, we are behind in operating expenses due to change in payroll for teachers. Matt discussed that the new curriculum has a lab requirement that we cannot meet, although we can get around it- our school is lacking in the science area. Scott reminded us that we need to look at the full strategic plan and make informed decisions before we can determine the priorities. The questions raised are 1) Do we have any money and 2) Is this the priority after reviewing the strategic plan?

PTC Report:

- Volunteer recruiting underway for next year.
- January 31-February 4 Catholic Schools Week
- Matt has allowed grandparents/guests to sit with their children.
- 440 physical items collected for auction; 59 tickets sold. Electronic invites went out last week. Eason's sent out 180 invitations. Hoping for approximately 400 in total attendance. 13 live auction packages; all wine donated. Saved \$1900 by doing electronic invitations.
- Making changes to teacher and staff gift fund process. Providing more guidelines. Funds will be collected by PTC and divided equally. Matt will define which staff members are included.
- Will be discontinuing teacher dinner baskets and will come up with another idea to recognize the teachers.

Strategic Plan Update:

- Scott recommends that we go back to the process. Let's revisit the plan. Recommend a 4 hour meeting to go over the plan in detail with the leads of each of the areas prior to next AC meeting.

President's Report/Finance:

- Ahead of budget; operating budget behind; fundraising ahead.
- Dan will do a journal entry to bring across technology expenses.
- Father Michael would like to mail out budget to Parish Finance Committee ASAP.
- For the budget change Vision to 75k versus 100k.
- We accepted the rates, the budget not yet complete still a few details to work out. Changing students to 495.
- Jim Bitterman made a motion to accept the budget; Eddie Eason seconded. Motion carried.
- Mike asked Holly to check date for next State of School meeting.
- Rita and Mike have discussed parent opinion survey. Matt recommends sending out in the summer, giving 4 weeks response time and new council starting with results.
- Charlotte, Lisa, Mike are ending their 3 year term. Thom Suhy will be ending his term one year early, therefore there will be 4 openings, We will seek candidates in April, make decisions in May and the new council will commence July 1.
- Discussed adding a honorary membership for a St. Ann's member. Would need to amend our constitution. This would be appointed by the St. Ann's pastor for a 3 year term. Will vote on this amendment via email or at the next meeting. Jim will have Charlotte write up the amendment.
- Father Michael thanked Eric Rozier for all of his help on the technology plan.

Meeting Adjourned.

Motions/Other:

Jim Bitterman motioned to approve minutes; Stephen Hunt seconded.

Jim Bitterman motioned to approve amended budget; Eddie Eason seconded.