



Mary Immaculate Catholic School

Monday, June 15, 2009

Present: Jim Bitterman, Lisa Staberg, Charlotte Bickerton, Bill Newman, Eddie Eason, Alina Gaubert, Jim Stofer, Nancy Russell, Mike Tullis, Father Michael

Guests: Steven Hunt, Marcus Scrudder, Carolyn Tovar, Christine Huff

Absent: Ray Vincent, Amy Mueller

Note: This is the last meeting of the current board. First official meeting for the 3 new members is July 23.

Motion was made to approve minutes from 5/18 meeting by Jim Stofer and seconded by Charlotte Bickerton. Unanimously approved.

Principal's Report:

- Library carpet and painting complete.
- 2009-10 calendar officially approved.
- Two summer programs going on – Alpha phonics and Summer Study skills
- Enrollment now at 524; with 6 still pending. Grades with the most openings include K, 2nd and 5th. Suggestions were made to advertise these openings in the following ways: Exterior message board “Still accepting applications”, contacting other parochial schools that are full to get any potential overflow, posting in church bulletins)
- Just signed a contract with Edline- the same vendor used by Jesuit. Edline is an online program that can be utilized to post grades and other communications. This is a commonly requested item from parents on the survey and we will be providing a lot more communication/education on this new product in the near future. (**Communications subcommittee**) Will be training on the product this week. We will discuss further at the next meeting after we know more about the product.
- August 29th will be the 50th anniversary celebration and the Bishop has accepted the invitation.
- Teachers will be having some in-service dates this summer working on new curriculum.
- Contracts have been offered to two 5th grade teachers; contracts are due back this week, and then announcements can be made.

Pastor's Report:

Thoroughly enjoyed this school year and looking forward to the next one!

PTC Report:

Bonding Update- Assurety bonds/dishonesty bonds appear to be rarely used anymore and we are having difficulty obtaining one. PTC may be covered under the General Liability Policy – this is unclear since they are not employees. This will be verified.

Auction Chair Status- Christine and Alina are considering chairing the action. Some key positions have been filled but still need Live, Silent and Raffle Chairpersons. Without these key positions- it would be difficult to proceed. A few individuals are currently considering these positions. At the end of the week, depending on those outcomes, a communication will be drafted regarding the importance of the auction, and the status of any open positions. (*Action*)

First PTC Board meeting with new board tomorrow night.

Guest Speaker:

Carolyn Tovar contacted the President in advance of the meeting to discuss the Auction. Discussed importance of the auction and the need to volunteer and reach out to others (especially in kindergarten) and get them involved as well.

President's Report:

Jim Bitterman, Lisa Staberg and Charlotte Bickerton will get together and outline what the sub-committees will look like and how they will work. (*Action*)

We will host an orientation meeting with the 3 new members of the AC before the July 23 meeting. In the meeting we will go over the role of the AC, review the constitution, discuss survey results, Vision Campaign. (*Action*)

At next meeting, we will discuss in greater detail what information will be shared at the August 5 Back to School Registration- to include a more detailed communication on survey results, bios on all AC members, Vision information.

(*Action*) Jim and Nancy need to nail down dates for the two “information sharing” sessions so that they Parish Hall can be booked.

Finance Council Update:

Mike Tullis presented his information pertaining to his study of the SCRIP program. Over time the profit is decreasing from this program. This year we have a profit of 4.78% versus 7.6% in prior year. This decrease potentially comes from a couple of sources- vendors are decreasing the yield value, the Wal-mart card was added by popular demand- however, it has a much lower yield of 2% and lastly, this year we had lower buy-outs on the program that in the previous year. The program is still profitable, but not as profitable as it was. The budget has been amended to reflect this change.

In order to increase awareness, in the 2009-10 school year, parents will be able to see not only the dollar amount that they have spent, but the amount of revenue that this generates for the

school. This along with other communications will prepare the parents for the 2010-11 school year in which the requirement will move to a revenue based requirement. (*Marketing; Communications sub-committee*)

Jim Bitterman suggested the need for a AC member to “sponsor” the SCRIP program. To oversee volunteers, to assist with setting up the Church program, etc. Marcus Scrudder volunteered to work on this project. Jim Bitterman and Mike Tullis will assist.

Reviewed Finance Council Report.

Motion to suspend rules was made by Jim Bitterman, seconded by Mike Tullis. No one opposed. Discussed depleting dyslexia fund as of 08-09 budget; move to operating budget for 09-10 budget. Motion made and seconded. Father Michael accepted the council’s recommendation. (*Action*)

Motion to accept all of the remaining Finance Council recommendations was made by Mike Tullis. Jim Stofer seconded. Passed unanimously. Jim Bitterman will present to Parish Finance Council. (*Action*)

Motion by Jim Stofer on the proposal by PTC regarding the expenditure of excess auction funds from the list provided in it’s entirety. Charlotte seconded. Passed unanimously. Father Michael accepted the recommendation. *Action* – Father Michael requested a report from PTC outlining income and expenses.

Jim Bitterman suggested to PTC that they amend their bylaws because current bylaws specifically state that PTC funds are for the school only, and the \$2000 donation to the church is in technically in conflict with this.

Topic for next meeting- volunteerism.

Meeting adjourned.

Action Items:

PTC concluding search for bonds

Auction Communication

Jim Bitterman, Lisa Staberg and Charlotte Bickerton to meet

Jim Bitterman to plan orientation for new members

Jim Bitterman and Nancy Russell to plan nights for information sharing sessions

Motions:

To approve 5/18 council minutes- approved and accepted

To suspend rules and discuss and vote on Finance Committee recommendations- accepted

Dyslexia Fund- unanimous and approved by Father Michael

Remaining Finance Council Recommendations - unanimous and approved by Father Michael

Expenditure of excess auction funds – unanimous and accepted by Father Michael.