

St. Gerald School Board Meeting Minutes

March 12, 2015

Present

Fr. Malcom, Pastor
Al Theis, Principal
Jen O'Reilly, President
Gail Stearns Hussein, Vice-President
Paulina Bednarek, Secretary
Joanne Chavez Buchanan
Theresa Munoz
Nicholas Suh
Daniel Cerceo

Absent

Jennifer Cronin
Michael Johnson

Guests

Debbie Janicke

Called to order at: 7:07pm

Opening Prayer

Principal's Report

- Mr. Theis discussed an executive summary that will go into the Advanced Ed website (see attached)
 - They are answers to certain prompts they are given by Advanced Ed
 - Mission statement is included
 - Revised each year
 - Ongoing document
- We are not being visited as part of the the 1st 20% of schools being visited in April
 - Closest schools to us being visited are St. Albert, St. Nicholas, St. Joseph in Summit
 - 8 schools out of Vicariate 5 are visited
- We will continue to go by 5 year plan that was put into place in 2012
- We had a visit from the state last year
- In the newsletter the update was given on the vaccines and the re estimate is 94.63% of students are vaccinated
- October 15 next year firm letters will go out regarding vaccinations
 - A reminder will be sent by October 1st
 - Gail Stearns Hussein asked why forms were coming home requesting paper work such as birth certificates

- Mr. Theis said they were updating the records

Motion to approve minutes from February 2015 meeting

- 1st motion: Gail Stearns Hussein, 2nd motion: Dan Cerceo

Pastor's Report

- Parish is having many Baptisms
 - There were 8 couples in February's Baptism class
 - In March so far there have been 6 Baptisms
- February 23 there was a pastor meeting of the 4 strong parishes
 - St. Linus, St. Catherine, St. Germaine and St. Gerald
 - Those schools have in the upper 300s of students
 - There was also another meeting of the schools on the watch list
 - Lady of the Ridge, Louis DeMontefort and St. Albert
 - Those schools have less than 225 students
 - However St. Albert's enrollment has increased due to advertising
- Father Malcolm was surprised that the other schools were have trouble collecting tuition just like we are having
 - St. Linus has the same outstanding tuition like us
 - \$35,000 last year
 - \$30,000 this year
 - However St. Germaine has very little outstanding tuition
 - Less than \$10,000
 - If you have outstanding tuition you CANNOT PLAY SPORTS
 - School has to be very strict on this policy
 - Mr. Theis and Tom Forbes would be meeting with families
 - Dan Cerceo asked if we could look into if the parents who owe are not in sports and if they aren't something else we could cut could be extra-curricular activities
- We still have 3 diplomas that were not given to 8th graders because they were not caught up on tuition
 - The students however are still allowed to participate in graduation - there was discussion of this being changed.
- At St. Daniel's parish the board ran the collection of tuition
- Discussion ensued regarding the REY students and how to manage that as well as when to give the contract about the new tuition policy. We would have to start in the beginning of the year and give it on Registration Day.
 - Potential additions to the new tuition policy: If families fall behind on tuition and are not working with the administration to get caught up, the students will not be eligible for sports or extracurriculars. They will not be able to participate in graduation and possibly other school events.

- o Question arose for the Athletic Board and whether students who receive bad grades were allowed to play. Mr. Theis said there is some clause on some kids and the teachers have notified him regarding some students.
- o All new policies would have to start at the beginning of the year though.
- o Gail Stearns Hussein asked if on Curriculum Day does the unpaid tuition roll over. Mr. Theis said some do get through the cracks and are not caught and just pay the curriculum fee.
- o Discussion ensued on who can run the reports.
- o Jen O'Reilly asked what Father Malcolm and Mr. Theis would like from the School Board in regards to help.
- o A Sports Policy was suggested as well as a contract regarding tuition.
- o Theresa Munoz was going to call and email other schools for samples.
- o Dan Cerceo asked if we get some families caught up on tuition could we reverse the late fees as some are as high as \$3000 due to Smart Tuition
- o Mr. Theis asked if we could put tuition recovery on the agenda for next month
- o Father Malcolm said no name of families could be discussed as we are a public forum
 - We could list and refer to the families as Family 1 or other anonymous system
 - If someone loses a job or is sick and not working we will work something out and that family needs to come talk to us.
 - Nicholas Suh suggested that is something that could be communicated at the beginning of the year.
 - We could let families know about the Wisdom Fund.
 - Mr. Theis said we could discuss tuition recovery at each meeting.
 - Theresa Munoz suggested that students in 8th grade be somehow penalized to recover debt.
- Father Malcolm had a meeting last night regarding the gym
 - o They are planning to build a wall for indoor soccer
 - o Soccer will be hosted at our school
 - It will not only be good advertisement for the school but we will also make money on concessions and entrance fees
 - o Father Malcolm would still like more to go on in the gym
 - The Sports Board is the one to see regarding reserving the time
 - o They would like to push Moms and Tots program
- Dan Cerceo commented that there is a disconnect
 - o For example why couldn't the craft show have been in the gym
 - Jen O'Reilly replied that it was due to needing the floor covering
 - Gail Stearns Hussein said that especially for handicapped people having school functions in the gym would make it available for them to come too
 - Father Malcom said he would even like to see the Soup Suppers hosted upstairs

- Students can be food carriers
- Father Malcolm discussed the damage to the gym floor
 - Water was coming in by the one door. Gym will be close for 2 weeks of Holy Week and Easter week
 - They will replace wood, sand and varnish the part that was ruined
 - The cement outside the door was angled the wrong way
 - It was caulked
 - Paulina Bednarek asked who is paying for this and Father Malcolm responded that it will be covered by the contractors' insurance

President's Report

- We need nominations for new positions on the Executive Board of the SAB that will start in August.
- We also need 4 new board members for next year.

Old Business

- None

New Business

- Nicholas Suh had a conversation with Dan Cerceo on how to increase funds and one way might be to sell ads on our webpage.
 - It would be an AD per page charge.
 - Our website could be better.
- Dan Cerceo said other surrounding schools had a much better webpage and Facebook page
 - One school is really promoting their STEM program.
 - Discussion ensued regarding that maybe we can look into how they run their pages and we need a plan to have a good website.
- Nicholas Suh suggested that we could do a slide show of Ads
- Mr. Theis said he could get them in contact with the person doing the parish website updates and the school website updates are done by Mrs. Slifka. He will call a further meeting to discuss ideas. He will contact Laura Kowalski for information on parish website.
 - Gail Stearns Hussein asked if they knew how to make a website,
 - Dan Cerceo replied that he does know how and agreed to work with Nicholas Suh to improve the current website design.
 - Gail suggested adding update regarding the new Reading program.
 - Dan Cerceo was asked at Open House if we have a STEM class and he replied that we do have Math and Science classes and Computer class.
 - Gail Stearns Hussein said she would talk to St. Louis regarding their program

- 3 components to the website are the Parish, School and Gym
- Father Malcolm gave the green light for website updates and changes
- Mr. Theis said Mrs. Slifka will be brought into the conversation.
- Dan Cerceo can teach someone to run the website.
- Nicholas Suh said the website something we can work on in the summer and have is ready to launch in the Fall if not sooner
 - Father Malcolm is open to the help
- Father Malcolm said there were rumors that the computers weren't working in the classrooms. However those were false as only 1 or 2 were not working.
- We have a tech person who comes out once a week usually.
- The Manna program funds the computers
 - School refurbishes the old ones from the lab to put into the classrooms
- Nicholas Suh also suggested selling on the website
 - There would be cost involved though
 - \$50 at most
 - Also someone would be needed to monitor it
 - Paulina Bednarek mentioned there already are a lot of Buy Sell Trade Oak Lawn sites as well as selling on Mother's Club Facebook page
 - Jen O'Reilly said we could generate traffic to the new sell page
 - Nicholas Suh said he can help put together a website page with % going back to school
- Father Malcolm said there is a law firm who wants to give us furniture
 - However the moving cost would be \$10,000
 - We do have 2 spaces open in the garage to store it.
 - Discussion ensued that we could rent a truck and ask volunteers to move the furniture.
- Gail Stearns Hussein mentioned zip files send in the weekly emails can only be opened on a desktop
 - Mr. Theis will talk to Mrs. Slifka since they are big files it was being done this way. It can be looked into to attach files differently.
 - Nicholas Suh suggested to do a link with the attachment on the website
- Jen O'Reilly suggested we move the next board meeting to April 16 since it would fall during Spring Break and everyone agreed.

Announcements

- None

Comments/Questions from the Floor

- Debbie Janicke wanted the board to help with a few things and she will send an email regarding that.

Motion to Adjourn: Gail Stearns Hussein **Second:** Nicholas Suh

Closing Prayer: Fr. Malcom

Adjourned: 8:05 pm