

ST. ANTHONY BOARD OF ED DECEMBER 2020 MEETING Minutes

Tuesday December 15<sup>th</sup>, 2020 @ 6:30 p.m. ZOOM

1. Opening Prayer: Jennifer
2. Roll Call: Monsignor P Father Dolan P Jim Sarcone P Sheila Thurston P Ruth Sereg P Joe Fitzgerald P Mary Porter P Joel Westrum P Harry Reed P  
Administration: Jennifer Raes  
Faculty Rep.: Kari Howard  
DRE: Chris Corrice
3. Approval of Agenda: Sheila Thurston and Joel Westrum
4. Approval of Minutes: Motion & approved to correct verbiage under Stem Reports (Alumni Tuition Fund) Sheila Thurston and Mary Porter
5. Audience concerns: (Limited to a total of 20 min. A max of 5 min. per person) recommend email: [boardofeducation@stanthonydsm.org](mailto:boardofeducation@stanthonydsm.org) prior to BOE meeting with concerns. Meghan wanted to know how cold is too cold to send kids outside for recess. Jennifer **advised the threshold is generally** 10 degrees.  
Free and Reduced lunches are they to end of the school year? Jennifer Received paperwork today-need to fill out and send.
6. Reports:
  - a. DRE: Chris Corrice-
    - Dioceses asked to cut back on classes.
    - Confirmation has been good a lot of students.
    - Confirmation Class – book of Mathew – Audio Book – 28 Chapters
    - Retreat next month – scripture.
    - Working on parent retreat next month
    - Facebook entering pictures – maybe consider using for service hours for kid?
  - b. Home and School emailed out.
    - Santa’s Workshop with The Knotty Nail (Painting wooden ornaments) was a success. It was November 10<sup>th</sup> & 11<sup>th</sup>. The kids had lots of fun painting Christmas ornaments in the Lower Church. Participation was up from last year from 161 to about 172 participants! Our profit last year was \$850.36, and this year was up to \$890.90.
    - Teacher/Staff Gift Fund is going on again this year. The school families are contributing to a gift card of the staff/teacher’s choice for a Christmas gift. This year’s options are Target, Amazon or HyVee. We avoid gift cards with fees. We are utilizing the Venmo option again with success! We are buying gift cards for 42 people totaling \$3000. We have money budgeted for this totaling \$3000 and have collected \$2555 so far. Deadline to submit is Friday, December 11<sup>th</sup>.
    - Christmas Classroom Parties are Friday, Dec. 18th in the afternoon. These are led by Homeroom Volunteers and usually consist of a game, craft, and snack. A great way to kick off Christmas break!

- We are still unsure if we will host a January event yet due to COVID. We usually do a community builder of some sort. (Last year was the Roaring into the 20's Gala and before that we did a Magic Show) We are kicking around a couple COVID friendly ideas.
- We will be looking at Teacher Wish Lists for Catholic Schools Week in January.
- Our next meeting will be Tuesday, January 12<sup>th</sup>, 2021 at 7:00pm in the school cafeteria. Childcare is provided.

c. Administration/Principal: emailed out.

Church

School

Tithing- expenses = give to the school

Tuition – expenses = in the hole

- From Kim Lehman: Good news. The school PSA ad will air on WHO, KJY, The Bus, KXNO, The Vibe, The Champ and KGGO. WHO Radio alone reaches 50,000 people so this is a big win. I still have messages out to Des Moines Radio Group. I will let you know if we can get it on those stations.
- I have been subbing in different rooms a little each week and we have a couple subs on our list that are helping during these times where it is tough to get subs.
- Live masses every Wednesday are nice and going well.
- Dowling “visits” with 8<sup>th</sup> grade and 5<sup>th</sup> grade through Zoom went great, and 4<sup>th</sup> grade “attended” the Dowling fall play.
- Alumni committee campaign to raise dollars for tuition help is going on.
- Teachers greatly appreciate the early out Thursdays for planning for the coming week.
- Gave the Dowling placement test to the 8<sup>th</sup> graders.
- Continue to evaluate and review Covid safety plans and ideas for new or better ideas anytime and so we do not get lazy on what we are doing.
- At home learner numbers are up due to some families choosing to be cautious and some students having direct exposure to family/friends. We do NOT have anyone quarantining from a school exposure anymore, as of the end of Dec 7 week.

1. Faculty Reports: motioned and approved to remove from Agenda will be in administrator report.
  2. Community Event/fund Raiser
  3. Current Registration: up 1 adopted from Columbia – joined Spanish Immersion.
- d. Budget/Finance: emailed out

✚ Questions-as we continue to pivot and grow and mature in the finance review process, it would be great to continue that growth in terms of the annual school budget review process.

1. What is the timeline for 2021-2022 Proposed Budget review process this year?  
Can this be shared in a manner with dates? Jennifer will discuss with Mark.

✚ For example – Jan 15 proposed budget will be shared with BOE

Jan 16 – Jan 30 BOE reviews and submits questions to Sheila

Feb 1 – Sheila submits questions to Business office.

Feb 2- Feb 15 – Business office prepares replies to questions.

Feb 16 – BOE meeting and vote if all answers addressed/ Vote postponed to March if subsequent Q&A period needed?

2. This month's questions – The following expenses were higher than budgeted; can more information be shared about the following:

- Building improvements – approx. \$88K – purification system there where 2 choices the parking lot or the purification system – Purification system – School, Church, the lower church, Campus office building
- Ordinary repairs variance is \$13.4K – extra went to janitorial, extra cleaning due to COVID.
- Technology Services Variance is \$10.7K – updating, online learning, chrome.

3. What was the Parish Subsidy for the 2020-2021 school year? (We were advised it is not to use the bottom-line number on the Statement of Activities. Where do we get financial transparency to the parish subsidy? Or is that something we do not have financial transparency to?)

- Look at diocesan policy – need to check out make sure we are following correct.
- Financially Realistic w/needs
- Put it on the school website like ADA.
- BOE try to operate with the school – subsidies like other parishes- the school then the church.
- School deficit parish subsidy whatever this is – comes from parish/Church payees all the expenses and whatever is left over is for the subsidy.
- Revenue is **being** driven by tuition **only is** not acceptable.
- We need to look at other options to help with revenue.
- What is our other funding source? What do we need to do? Income?
- 5-year plan-extra to come to the school – certain numbers and we cannot cut anymore.
- Tithing not going up-must find another solution – Alumni – outreach.
- Creating an endowment
- Budgeting/process following the Diocese – major part is Budget.

4. Parish Council-meeting every other month.
5. Faith Formation
  - Celebrated Our Lady of Guadalupe
6. Marketing emailed out.
  - December Blog: Check out our latest Discover the Difference blog at
  - <https://www.dmdiocese.org/blog/discover-the-difference-service-learning-benefits-student-community>
  - December Bulletin Inserts: Click here to view and download the December bulletin inserts. Please share this information with your parishes ASAP so they can run these during December.
  - Marketing Campaign Update:
  - The first round of ads is now running (see below) and the first landing page is active. The initial ads focus on visiting our schools - Expect More. Explore Catholic Education.
  - The second round of ads will focus on affordability and tuition assistance.
  - Samples of Phase One and Phase Two ads are shown below.
  - Phase Two ads will link to this landing page. I will have updated stats and outcomes from the ads that are currently in the market later this month and will share those out as soon as I receive them.
  - Our initial results from the first three weeks show a strong click-through rate of 3% for Pinterest...which is extremely high!
7. Old Business
8. New Business
  1. Stem Reports: Engineering no one signed up for it.
  2. Recruitment announcements:
  3. Budget/Strategic Planning – no meeting currently
9. Next BOE Meeting Tuesday January 19<sup>th</sup>, 2021 @ 6:30 p.m. ZOOM
10. Motion to Adjourn: Joel Westrum and Joe Fitzgerald
11. Closing Prayer: Ruth – “Hail Mary”
12. Motion to have Executive: (if necessary)