

**Our Mission: To provide a world class education in the spirit of
Jesus**

Educating * Mind * Heart * Spirit

**Saint Thomas Aquinas School Board Meeting Minutes - July 9,
2019**

Board Members Present: Sarah Staley, Fr. Stephen Meyer, Dr. Emily Hill Engstler,
Jeanne Hill

Staff Present: Theresa Schleisman - Principal

Other Attendees: Heidi Tesdahl - Development Director

Absent: Mike Heller

Meeting called to order at 5:32pm.

Opening Prayer led by Fr. Stephen Meyer

**Approval of previous meeting minutes by Fr. Stephen Meyer and seconded by
Sarah Staley.**

Budget Report: The School Budget for the 2018-2019 year was reviewed in a new Excel format which was developed by Heidi Tesdahl and Sharon Smith. The format was developed to aid in the ease of documentation and for review. The checking balance as of 6/30/2019 is \$144,704.32. There is \$15,000 in the savings account. The net income for the hot lunch program was \$556.90.

Administrator's Report: A new promotional video was created with Theresa Schleisman and the children at St. Thomas Aquinas. Kent Bailey will provide a copy to review at the end of the week. A 4th grade teacher was hired, Korinne Nelson. Two candidates were interviewed for the PE/Tech position. A 2nd grade teacher is still needed. Efforts are being put forth to make it easier to find/navigate the Teach Iowa website to find the opening for the position. The future materials for School Board will be emailed out to the members instead of being mailed out in a packet. Discussion was made regarding tuition deficits and collecting tuition money. There may be more personal phone calls and an encouragement plan to aid with collection.

Parish/Finance Council Report: There will be a meeting with the architect on July 18 at 6pm regarding the immediate vs. future needs of the church/grounds. The Architect has provided 3D views of the building and suggestions. It was noted that there is \$10,123.43 sitting in the church left over from the repair of the roof 2 years ago to be used for the school. It has been decided to leave in case the building is in need of any maintenance. It was also noted that the STO donations that state 50% are

to go to St. Thomas Aquinas families do not necessarily do that and this may not be known to the donors.

Unfinished Business:

1. **Welcome new members.** New member Jeanne Hill was welcomed.

New Business:

1. **Election of officers for 2019-2020.** President, Sarah Staley; Vice President, Jeanne Hill; Secretary, Emily Hill Engstler.
2. **Appoint of Recording Secretary.** Emily Hill Engstler was appointed recording secretary.
3. **Approval of contract.** Jeanne Hill made a motion to approve Korinne Nelson's contract as 4th grade teacher. Emily Hill Engstler seconded the motion.
4. **School Checking Account.** A motion was made by Sarah Staley to authorize Theresa Schleisman as the authorized user on the school checking account. There was a second on the motion from Fr. Meyer and it was approved.
5. **Approval of Handbooks - Parent, Staff, Preschool, Volunteer.** It was decided to move the approval to next meeting after reviewing the handbooks.
6. **Hamilton County Fair Float.** St. Thomas will have a float in the parade again this year.
7. **Advertisement.** There was discussion on placing an advertisement for the school in the parish bulletin for Webster City and Williams discussing the price/cost of tuition and the decrease cost. Discussion into advertising on KQWC and Facebook and what the cost would be.

Closing Prayer: Our Father by the group

Meeting adjourned at 6:47pm.

Next meeting: August 13th, 2019 at 5:30pm

Recorded by: Emily Hill Engstler