

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

Educating * Mind * Heart * Spirit

Saint Thomas Aquinas School Board Meeting Minutes – June 11, 2019

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

Staff Present: Duane Siepker – Principal

Other Attendees: Heidi Tesdahl – Development Director, Mrs. Theresa Schleisman - future principal

Absent: N/A

Meeting called to order at 5:31pm.

Opening Prayer led by Emily Hill Engstler

Approval of previous meeting minutes by Pat Powers and seconded by Emily Hill Engstler.

Development Director Report: Krieger property reminder that the offer was extended to 6/15/2019. A summary of this year and recent years of the income from the St. Thomas Ball was provided and reviewed at the meeting. The total income from this year's ball was \$229,255 with expenses at \$39,264 making the net income this year \$189,991. There are still about 200 cookbooks (\$25 each) left to sell which will be profit. Last year (Fall 2018) was the inaugural year for the annual fund appeal. It will be placed on the agenda for July to discuss options. We discussed sending out fliers for fundraising/donation requests to friends and family of St. Thomas Aquinas school. Last year \$11,000 was raised minus party costs. There was an option to donate to three different funds. There was a project committee update regarding work with architect. Thus far, they have been focusing on the church interior. On Friday, June 14 a meeting is scheduled with the architects to get a report of suggestions/recommendations

Budget Report: We are at 91.7% of the budget year. Total income is at 90.1% and total expense is at 96.4%. Hot lunch balance is \$952.78.

Administrator's Report: The Strategic Planning decision will need to be made and finalized regarding collaboration with Catholic School Management. The alternative would be to work independently or hire our own consultant. Availa Bank and Hamilton County provided each kindergarten student an Availa Kares teddy bear and \$100 for a 529 college saving account at the promotion ceremony on the 31st of May. Radon testing will be conducted on June 17 and this is done every 3 years. There was a question about enrollment for next year and 78 students are projected for next year with Kindergarten numbers 16 for the next year.

Finance/Parish Council Report: The church hired a part-time custodian to help out as Lisa Hanus was injured. The month of May income for the parish was low.

Unfinished Business:

1. **Strategic Plan Decision:** It was decided to collaborate with Catholic School Management (CSM) to secure strategic planning services on our school's behalf. This is a 4-year process. This will cost approximately \$600 for the first year and then potentially \$1600 for the remaining 3 years. Pat Powers made the motion to approve the strategic planning and Sarah Staley seconded it.

New Business:

1. **St. Thomas Aquinas Catholic School Emergency/Crisis Management Plan:** This is reviewed every year and approved in compliance with Senate File 2364. It was reviewed prior to the meeting. Sarah Staley motioned to approve and Fr. Meyer seconded it.
2. **Endowment/Foundation:** A decision was made regarding how much of the St. Thomas Ball Money to place in the Endowment. A motion from Fr. Meyer was made to move \$19,000 to the foundation endowment for savings. Emily Hill Engstler seconded it.
3. **Movie Theater Ad:** The movie theater ad is coming to a close and a motion to approve continued funding for this to continue was made by Sarah Staley. Emily Hill Engstler seconded motion. The cost is \$140/month for 12 months for a 30 second ad. Mrs. Theresa Schleisman is willing to do a new video ad and will do this with Kent and Milissa Bailey, OHP Marketing Services.
4. **The School Improvement Advisory Committee (SIAC):** We received recommendations for the 2019-2020 school year from SIAC. These included participating in the Archdiocesan 4-year strategic planning which we voted on and approved. The second was approving the St. Thomas Aquinas Policy for Food Safety and Guidelines for Use of Kitchen Facilities which has been done. The third was providing adequate funding to fully implement a 5-year curriculum cycle. The new textbooks have been on hold due to finances. New math books will be needed in 2020-2021 school year. The fourth recommendation was encouraging standardized testing in grades K through 2 as the ISASP testing is only for grades 3 through 6. Lastly, encouraging continued serving of nutritional foods for our hot lunch program.
5. **Thanks to Pat Powers, Ben Rahe, and Jason Ribbens** for their years of service as board members. Special thanks to Principal Duane Siepker for his years of service as principal.

Closing Prayer: Our Father by the group

Meeting adjourned by 6:45pm.

Next meeting: July 9th, 2019 at 5:30pm

Recorded by: Emily Hill Engstler