

**St. Bernadette School Advisory Board**  
**NOTES from Meeting of**  
**Tuesday, March 12, 2019, 7:00 p.m.**

In attendance:

Tom Tobin, Marty Farrell, Kara Albanese, Bill Doyle, Kevin Kelly, Dan McGeever, Mike McKee, Joanne Montie, John Mullen, Paula Nenna, Tara Sweeney, Bernadette Yuknek

1. Opening Prayer led by Joanne Montie
2. EITC Presentation/Discussion: Presenter- Judi Neeld, *The Foundation for Catholic Education*
  - Presentation made by Judi Neeld.
  - See Handout: *Foundation for Catholic Education PA Tax Credit Programs 2019-20*
3. Approval of Meeting Notes from November 26, 2018
  - Notes approved
4. Information/Updates/Communication
  - a. Principal Report: Joanne Montie
    - Tuition Rate is same for 2019-20 as 2018-19
    - \$60,000. in back tuition came in during past 3 weeks; School staff member has been assigned to assist Parish Business Manager with tuition collection
    - Father Papa will be reorganizing the Parish Finance Committee
    - Transfer Grant from Archdiocese has been received. New “transfer” families will be offered \$1000 off of tuition for their first year, of which \$500. will be reimbursed from Archdiocese. The goal is to try to get 25 more students.
    - There is an early registration discount offered.
    - 2019-20 Enrollment Update: 320 projected for 2019-20; currently 232 enrolled. As of March 12, 2019:
      - PreK3: 19 of 32 seats
      - PreK4: 42 (full)
      - Kdg: 26 of 50 seats
      - Gr 1: possibly 2 first grades
    - Potential students can “shadow” current students
    - Future Building Needs: New stair treads; new risers for performances; Cafeteria AC; Replace old AC units in Library and Tech Rooms
    - Currently removing old TVs from classrooms
  - b. Advancement Report: Kara Albanese
    - Catholic Schools Week was successful
    - 23 tours have been given to potential new families
    - Tuition and Billing: needs revision
    - Donor Perfect is up and running
    - The Annual Fund newsletter is being prepared to go out

- c. Advisory Board Report: Tom Tobin
  - Maintain current membership on Advisory Board for 2019-20
  - At May meeting: Advisory Board Committee Recommendations to be reviewed and approved; these will be basis of Board Goals for 2019-20; to be presented to principal and pastor

## 5. Committee Reports

- a. Finance: Bill Doyle
  - Tuition collection letter that was developed did not get sent out
- b. Development: Marty Farrell
  - Focus for future will be on:
    - EITC
    - Annual Fund
    - Donor Perfect
- c. Enrollment: John Mullen
  - Committee to meet and develop ideas for next school year
- d. Facilities: Mike McKee
  - List of needs has been developed

## 6. Recommended Actions

- None at this time. Committees to develop recommendations to be reviewed and approved at May Board Meeting

## 7. Roundtable

## 8. Adjournment

**Next Meeting: Monday, May 20, 2019, 7:00 p.m. in Wright Center**