

**Saint Dorothy Development Committee  
Meeting Minutes for October 15, 2014  
(7:30 PM, Rectory)**

1. Opening Prayer: Offered by Fr. Murphy.
2. Minutes from previous meeting on August 25, 2014 were approved.
3. The Mission Statement of the Development Committee:  
*The Development Committee focuses on relationship building and fundraising to support St. Dorothy School. We make recommendations to Fr. Murphy to raise funds and increase school enrollment, to seek ways to strengthen the educational experience of our children at St. Dorothy School and we work with the school community to provide leadership and support in implementing these recommendations and programs.*
4. Committee Reports:
  - a. Oktoberfest Fair Recap: Kelly
    - i. Full financial report not yet available
    - ii. Friday night was the best night
    - iii. Family sponsorships down slightly, business ones about the same as last year
    - iv. Raffles, especially the classroom baskets, were very successful
    - v. Volunteers were not as plentiful as hoped; explored possible solutions. Perhaps ask mentor parents to sign up with new families.
  - b. School update: Given by Mrs. Callahan
    - i. Enrollment by Grade

Grade	August 2014	October 2014
K	50	49
1	50	48
2	48	49
3	40	40
4	53	53
5	45	45
6	45	47
7	57	57
8	47	48
Total	435	436

- ii. Kindergarten Open House scheduled for Nov 2. Invitations in church pews. Based on list of children baptized in the parish, invitations mailed to families with children of the correct age.
- iii. Upcoming events
  - a) Oct 22 Living Rosary
  - b) Cabrini education students are teaching science lessons to students K-2 1 day/week

c) Oct. 23 Grandparents/Special Person

d) Nov. 12 Young Authors' Day

c. Home & School: Stefanie

- i. Grandparents/Special Person Day Will make sure there is a sign-in sheet to capture names for database. Guests are being given a pen and notepad
- ii. Halloween laser assembly being held on Oct. 30 after the parade
- iii. Home & School sponsors Young Authors' Day
- iv. New T-shirts sold well; online ordering for the holidays opens in November
- v. December 6 is Christmas bazaar. Hope to surpass last year's profit (\$6800) by enhancing the features that were most successful
- vi. At the start of the school year, Home & School purchased the following: Classroom subscriptions (eg, Time for Kids) for each classroom, first aid training for teachers, \$75 classroom start-up funds for each teacher, a case of copy paper for each teacher, back to school breakfast and lunch for faculty, gift to Mrs. Spinelli on her retirement, funds to upgrade science lab
- vii. Three big fund raisers planned: Bazaar, Spirit Day, Designer Bag Bingo
- viii. Home & School fee of \$15 is being put into a fund to repair and maintain the iPads.

E. Marketing: Mark

- i. Started work on Fall/Winter newsletter
- ii. Planning for Spring/Summer issue to be a double issue with a concentration on alumni
- iii. Try to capture contact information and spark engagement of alumni attending Turkey bowl (sell alumni spirit wear?)
- iv. Website: Good feedback so far. Continuing to make updates. Will survey parents and other stakeholders over the winter to determine what additional improvements are needed.
- v. EITC planning underway because funds are limited
- vi. Catholic Schools Week starts January 24, 2015. Planning meeting before the holidays to ensure Open House goes smoothly.

F. 2014 Annual Fund Final Report and 2015 Kick Off Timetable

- i. \$78,314, about \$8000 behind last year, but a special bequest was received last year, so that was an unusual year.
- ii. Planning is starting for 2015. Development Committee members will speak at Mass (date to be determined, but probably at start of Catholic Schools Week)
- iii. Mailing ready for start of Catholic Schools Week

5. New Business

A. Alumni Engagement: We want to have alumni more engaged with the school

- i. Add alumni page to website
- ii. Form an Alumni committee, separate from the Development Committee

6. Next Meeting:

January 5, 2015 in the school library