

Minutes: St. Linus School Board
Meeting held in the Cardiff Center @ St. Linus
Tuesday September 18th 7 PM

Names of attendees and current committee

- Jeffrey Mucksavage , Planning
- Jamie Spirakis, Alumni
- Karen Lascody , Alumni
- Sandy Romo, Marketing/Development
- Michelle Kintz, Marketing/Development
- Lisa Bartz, Marketing/Development
- Jen Theusch, FTC visitor
- Fr. Mark, St Linus Pastor
- Margaret Hayes, School Principal.

Jeff led the team

- **Call to order**
- **Opening Prayer led by Jeff and Fr Mark**
- **Recognition of visitors**
- **Past minutes approved**
- **Welcome to the new members of the board and introductions**

Jeff reminded all in attendance that the board meetings are open meetings and encourages families to attend. This board acts as an advisory board to Fr Mark/Mrs. Hayes and is not meant to be a grievance committee

Jeff appointed LISA and Michelle to the Marketing and Development Committee

Administrative reports

Pastors report Father Mark

Fr. Mark reported that he will work with Margaret to look a further maintenance projects that can be completed next summer.

Principles report Margaret Hayes

The new Art and Music teachers are working out fantastic. There was turnover in art and music previously. Mrs. Hayes is very pleased. There is a new resource teacher/AVP Mrs. Burns

Mrs. Hayes: The school is always very welcoming to new students and that we do” this well “
There have been quite of few new children this year. Additionally a new 7th grader from St Germain

There are 367 enrollments

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- The new resources for the school were discussed.
- Additional purchase included "Second Step" 16 beginners.
- The bandwidth of the computers is going to be increased
- Next year Grades 3-5
- Crone and think pads
- Aspire test courts will be available soon. Test scores have been at ready/exceeding Great news. This higher than the national and archdiocese scores. Ready/exceeding for Linus
- Mrs. Burns will provide assistance to those students who need it.
- Buena beef lunch is very popular @2xsk w/ 78 -115 kids order.
- Intention to increase frequency however there will need to be an adjustment with the lunch mom more time and hours
- The pre-kindergarten classes are going well however they are known to be one and done. How do we keep them here?
- All tuition has been collected except for \$3000 owed by one family from last year that move to Michigan and did not fully pay. They have been unable to reach this family.
- As far as collecting tuition payments Mrs. Hayes advise she is going to personally start collecting those tuition payments that are not fully paid before or at school year inception, much earlier in the year. (as to not have families go to far into arrears. Fr Mark supports Mrs. Hayes in her efforts and the collection of tuition policy. Some families are given leeway with payments but previously did not have hard stop.
- The \$50,000 donation from 2 yrs. ago is just about depleted. Previously it was used to help families in need by demonstrating so and filling out the proper paperwork.

Committee reports Jeff TBD

FTC Jen Theusch

- Jen advised that there is lots of activities fundraising and that they may be able to support math books and one of the bathrooms

Athletic board report

- Football first game was last Sunday, and soccer is going very well
- Girls volleyball open registration on September 24
- Boys basketball starts 12/1
- Security system discussion on tightening up who gets into the gym. The Rectory hands keys out and this is a concern.

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Solution: Mrs. Hayes will disable key fobs and order new fobs. She will advise all current key holders the process to get the new fob and hand in old. It will be quickly identified those individuals that will no longer need them because they will not hand them in. Those will be in active.

Father Mark will have more cameras installed Suggestion was to install one at the red tile area at the entrance. Follow up next board meeting

There was a long discussion regarding entrance policy to the school. Visitors should be using the doorbell. (during practices there is no one at the door)
Doors should never be propped open. (it was noticed several times by the Gym, the door was propped open. The prop should immediately be removed if noticed by any single person. Father Mark reiterated the school safety policy to the board which not only includes the board members but the staff and the students in anyone that works in the church. Every single person needs to partake in asking questions, ask people who they are and not be afraid to do so. He gave a great example of someone that came to the school book sale last year. This individual was looking for the rectory and father Mark asked the person who they were and what they were looking for.

Security is a big concern by all: Jeff did speak up. Asking if all doors were locked and further discussion on the propping doors every. Jeff: Every door needs to be monitored, every person needs to be background checked that enters the school.

- In closing: An email will be sent to the sports administration as reminders to all coaches and students.
- Doors should never be propped open and never open to let people in the school they do not know.
- The coaches need to be held accountable for their teams.

Development/Marketing (which is now combined)

- Sandy is the chair person with its members Erica Michelle and LISA
Sandy. Our website needs updated She researched other schools and saw that they all have a "quick links: and " Donate buttons" Ours is outdated with old information. The Takeaway is that we will be re-designed the website as a Development Marketing Team.
- Development and marketing team will get together before the next board meeting and take action and re-design.
- If needed, we will help her programmers through our connections.
- Additionally, we can discuss with Mary Kate Neuman who is a teacher at the school who handles Facebook and Instagram updating and design.
- It was also mentioned that people want lawn sign however we need to make and re-design.

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Alumni relations Jaimie_

- We need a formal database to track donations. Jaimie researched a company called Abilia. It's \$635 one time set up and \$99 a month. It was speculated that the first fund raiser your goal should pay for itself. Farther Mark said to pull the trigger and that he will take responsibility for their financial obligation. He wants installation and implementation by EOY. December 2018. Mrs. Hayes signed and authorized as well.

Planning Committee?

Jeff spoke with the St. Germain president and said it was a great meeting. Reiterated during meeting that both schools' churches share the same values. We all need to stay positive.

Closing Remarks:

Father Mark mission and purpose. Father asked what else he can do to further address concerns with in the catholic church/ to the parishioners or families. He asked all of us if we were hearing anything in our church in our schools in our neighborhoods. (none at all mentioned) Board was all in agreement that father marks message in the church bulletin a few weeks prior was well said, well written and an excellent message.

Old Business None

New Business None

Visitors Comments None

Closing Prayer