

Divine Mercy Catholic School  
Board of Directors  
Minutes of the November 10, 2009 Meeting

*The mission of DMCS is to help form the whole person; spiritually, socially, culturally, emotionally, and intellectually according to Christ's example as found in the Gospel.*

Call to Order: Kathryn Donahue

Opening Prayer: Angie Larson

Board of Directors Present: Mike Donkers, Kathryn Donahue, Pat Heselton, Bruce Malecha, Angie Larson, Pat DeGrood, Anne Meyer, Megan Thomas, and Jane Hake

ExOfficio Members: Father Kevin Finnegan, Absent: Bob Seidel

Teacher Representatives: Gloria Duban-Reuvers and Gina Ashley

Other Guest: Mindy Reeder

BA Representative: Shari Mayer

**November Agenda:**

Motion was made and carried to approve the November Agenda (Hake/Malecha)

**October Minutes:**

Motion was made and carried to approve the October minutes by at least 6 board members via e-mail, October 2009

**Non-Member Communication:** None

**From the Teacher's Desk:** Gina Ashley and Gloria Duban-Reuvers

The kindergarten teachers would like to request that the DMCS registration packets for the Kindergarten Open House include the tuition for the 2010-2011 school year. If unable to set the tuition at that time, then the kindergarten teachers would like to have a later Open House date.

A concern has been expressed regarding changing the preschool program to include having afternoon class options with morning daycare, so that the goal of having at least 40 preschoolers participating in our preschool program could be achieved.

Who is taking care of keeping the IC church clean so that students may use the church as needed?

**Home and School:** Megan Thomas, see report

The Geckler Fundraiser started on November 5th and will run through November 20th. Mindy will look into changing the turn in date so that families may continue to sell products during the Thanksgiving break.

The numbers for the Family Dining Out Night on October 27th, at Boston's are not yet available.

Home and School is planning a "Wild About Animals" presentation for the students after mass, on February 10, 2010.

The DMCS gym will be receiving new energy efficient lights

**BA Report:** Bruce Malecha

The BA School Board met last on November 8, 2009. The BA School Board was meeting on the second Wednesday of each month and will now begin meeting on the third Wednesday of each month.

The BA Marathon raised \$15,000 and their goal was \$22,000. BA is considering changing their marathon to a "fun run" next year.

The BA Feasibility Study was completed with results received and it has been interpreted. Discussions and conversations are being held at the present time.

BA is updating with more efficient shower heads and bathroom faucets to help conserve more water. The windows at BA need to be replaced.

The School Store is now present on the BA website. It will be used by BA parents to pay for school lunch accounts and activities on line. A password is required to access the School Store.

**Building and Grounds:** Pat DeGrood

Ms. Reed's doors have recently been replaced.

The status on the backup boiler is unknown. Did Jim get the bids? There has been no back up boiler available for approximately the past 8 years. The cost to pressure test our back up boiler is between \$2000.00- \$2500.00. Once tested it could then be functional.

There are small pieces of floor tiles missing on the back classroom staircase, wood is missing from the outside doors going to the art and music classes in the basement of IC. There are concerns regarding the green heat vent and 2 x 4's that are on the DMCS playground. Many of the DMCS rooms are too warm because it is difficult to regulate the heat flow.

There are concerns regarding who is responsible for keeping the IC church clean. There are also issues that need to be discussed with our janitor. A group of parents has offered to help clean cobwebs and stains off the school walls.

Pat D. will follow-up and report back to the school board at next month's meeting.

**Charitable Gambling:** Kathryn Donahue, see report

Actual Revenue and Expenses: October

<u>Gross Revenue:</u>	\$7,082.46
Expenses:	
PULLTABS/TIPBD:	\$ 870.18
Rent:	\$1,368.00
Salaries:	\$1,678.87
City Tax:	\$ 110.43
State Tax:	\$ 918.77
Fees:	\$75.15 (\$16.59 overpaid)
State Bank:	\$ 1.20
HyVee:	\$ 135.00
Expenses:	\$5,157.60
<u>Net Revenue:</u>	\$1,924.86
Checking Account Balance:	\$15,929.74
Start-Up Site Balance:	\$7,100.00

Estimated Expenses: November

Approval of the following estimated or actual expenses	
PULLTABS/TIPBD:	\$2,000 (EST)
Rent:	\$2,500 (EST)
Salaries:	\$1,800 (EST)
City Tax:	\$ 65.46 (ACT)
State Tax:	\$2,000 (EST)
Fees:	\$170.77(ACT)
Print Shop:	\$ 50
HyVee Raffle:	\$ 400 (EST)
Gleason Software:	\$ 450
Audit:	\$2,310
Donation:	\$0

Motion was made and carried to accept the October actual (Heselton/DeGroot), November estimated expenses (Hake/Malecha), and no donation for November because of the audit and software purchase (Meyer/Thomas)

**Advancement Office:** Mindy Reeder, see report

The Fundraising update is as follows: The 2009 Marathon raised \$29,368.418. Our 2009-2010 CEFD began last month and at present, \$7,742 of the \$30,000 goal has been raised. \$19,096 is currently in the DMCS Endowment.

DMCS is using Facebook and the Faribault Daily News to highlight and communicate to the public what our students are learning.

New DMCS brochures have been prepared, a DMCS video that will be aired on FCTV in January, increased presence of students at church, updated welcome packets, and having a kiosk set up at church are ways that the Advancement Office is working on the school's marketing and communication concerns.

**Principal's Report:** No Report

MNSAA Minnesota Nonpublic School Accrediting Association 2008-2009 Annual Progress Report for Divine Mercy Catholic School, Section "1" Report was given to school board members for review

**Finance Council:** Mike Donkers, see report

The Finance Council was scheduled to meet with the DMCS staff last Wednesday, November 4th. It was cancelled and needs to be rescheduled.

The Finance Council plans on setting the 2010-2011 DMCS school budget at their next meeting. The budget will be presented at the December DMCS BOD meeting. The goal is to have the 2010-2011 budget and tuition set for the kindergarten open house.

**School Board Discussion Topics:** Mike Donkers

Lunch Duty Assignments for the week of November 16th-20th:

Monday, November 16th:	Pat Heselton
Tuesday, November 17th:	Pat DeGrood
Wednesday, November 18th:	Anne Meyer
Thursday, November 19th:	Megan Thomas
Friday, November 20th:	Jane Hake

Lunch Duty Assignments for the week of December 14th-18th:

Monday, December 14th:	Bruce Malecha
Tuesday, December 15th:	Kathryn Donahue
Wednesday, December 16th:	Anne Meyer
Thursday, December 17th:	Pat DeGrood
Friday, December 18th:	Jane Hake

Goals for 2009-2010:

- 1) Define the responsibilities and/or specific job description of the janitorial care of the school
- 2) Set the timeline for obtaining a Blue Ribbon certification
- 3) When testing, use the same standardized tests as the Faribault public schools use
- 4) Offer another option for preschool, p.m.

Discussion of the Trustees strategic plans:

Nancy Silkey was unable to attend tonight's meeting. The next DMCS Trustee's meeting is scheduled for November 13, 2009. The DMCS Trustees have been working on a strategic plan that will continue emphasizing our family oriented atmosphere.

**Agenda Items for the December meeting:**

Gloria and Gina will bring treats to our December meeting

**The next meeting will be held on Monday, December 14, 2009, at DMCS in the library at 6:30 p.m.**

**Kudos and Spiritual Improvements:**

Motion made and carried to adjourn the meeting (Malecha/Larson)

**Closing Prayer:** Jane Hake

Respectfully submitted by,

Jane Hake, BOD Secretary

