

Divine Mercy Catholic School
Board of Directors
Minutes of the May 11, 2010 Meeting

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

Call to Order: Mike Donkers

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

ExOfficio Member: Bob Seidel

Teacher Representatives: Gina Ashley and Gloria Duban-Reuvers

Other Guests: Mindy Reeder Parents: Jennifer David and Jolene Beske

BA Representative: Steve Kohl

Opening Prayer: Bob Seidel

May Agenda:

Motion was made and carried to approve the May Agenda (Hake/Meyer).

April Minutes:

Motion was made and carried to approve the April Minutes by at least 6 board members via email on April 21, 2010.

Parents Feedback: Jennifer David and Jolene Beske

- ✚ Jennifer brought to our attention and documented four safety concern issues. These incidents have occurred during the past 2 years regarding the safety of her daughter and about where she should be going after school is dismissed. Jennifer presented flaws that she has observed with our current system and suggested ideas for improving this system. Jennifer proposed having a privacy whiteboard that would display any after school changes and several ways to get this information to the involved children and their teachers.
- ✚ Family Fun Night was a success and went well. Jolene expressed concerns about the cleanliness of DMCS, the stage area was filthy and the back entrance had to be swept before Family Fun Night. It was discussed how cleaning issues are addressed and communicated to the janitor. A suggestion was made to have another custodian or paid parent position for 2 hours a day to keep up with the cleaning issues.

From the Teacher's Desk: Gina Ashley and Gloria Duban-Reuvers, see faculty minutes

- ✚ A partial copy of the Student/Parent Handbook is being reviewed by Gina and Gloria. The handbook is 64 pages in length.
- ✚ The faculty met with the Finance Council. Discussions occurred to define the long term budgeting plans for DMCS and hoping to build a strategy that is not reactionary to the future budget concerns. Conversations took place that will include the teachers having an opportunity to also problem solve some of the financial concerns. The DMCS faculty and staff care and would like to be part of the solution.

Home and School: Jolene Beske, see report

- ✚ H & S met last on May 4th.
- ✚ Family Fun Night was a huge success.
- ✚ The Shakespeare play will take place on Tuesday, May 18th. It will be the last enrichment activity for the year.

- H & S is trying to determine when would be the best time of the year to hold the Silent auction (beginning of school, Scholarship Night, Halloween Party, etc).
- The Prairie Fire Theater fall play will be Cinderella.

BA Report: Bruce Malecha and Steve Kohl

- BABS Night attendance, raffle ticket purchases, silent and live auction numbers were all decreased from last year's event. BA lost approximately \$22,000 from not mailing out their raffle tickets. BABS Night raised enough money for the purchase of a dust collector in the Industrial Arts room.
- The BA Capital Campaign is continuing and they are meeting with prospective donors. BA started out with a list of 25-30 prospective donor names and now they have generated 150 names. One of their donors has recently made a seven figure pledge. At present, 2.3 million has been pledged toward the 14.6 million project. The BA Capital Campaign is still in the leadership phase as the sisters would like a certain amount of cash raised before BA has its groundbreaking for this addition. The general BA campaign will kick off officially in September.
- Three new trophy cases were installed in the window well area and new hand rails were also installed.
- 271-272 students have enrolled at BA for the 2010-11 school year. BA is projecting 295-300 students to enroll by fall.

Building and Grounds: Pat DeGroot

- The outside door near Mrs., Thomas' classroom will be replaced during the summer. The awning will be removed and not replaced at this time.
- Pat would like the teachers to categorize and list cleanliness vs. maintenance issues
- Pat will prepare a priority list to address these teacher generated concerns. He would like to place summer dates on a calendar and have parents volunteer with these needs, (painting the gym, repair/paint a door, replace broken outdoor basketball hoop, etc.).
- Bids still need to be obtained, but repairing the broken tile on the stairs will not be as expensive as previously thought.
- A suggestion was made to consider having the evening janitor's hours overlap with the day janitor's hours during the last two hours of school.

Charitable Gambling: Kathryn Donahue; see report

Actual Revenue and Expenses: April

<u>Gross Revenue:</u>	\$10,569.43
Expenses:	
PULLTABS/TIPBD:	\$ 685.27
Rent:	\$2,002.00
Salaries:	\$1,678.87
City Tax:	\$ 162.42
State Tax:	\$ 747.65
Fees:	\$ 91.11
State Bank:	\$ 1.00
Expenses:	\$5,368.32
<u>Net Revenue:</u>	\$5,201.11
Checking Account Balance:	\$18,688.18
Start-Up Site Balance:	\$7,600.00

Estimated Expenses: May

Approval of the following	
estimated or actual expenses	
PULLTABS/TIPBD:	\$2,000 (EST)
Rent:	\$2,500 (EST)
Salaries:	\$1,800 (EST)
City Tax:	\$ 197.04 (ACT)
State Tax:	\$2,000 (EST)
Fees:	\$ 178.92 (ACT)
Print Shop:	\$ 50.00
Hy-Vee Raffle:	\$ 400.00 (EST)
Supplies:	\$ 150.00
State Renewal Fee:	\$1,050.00
Unsold Ticket Refund:	\$1,872.64 - \$234.91 = \$1,637.73
Donation:	\$4,500.00

Motion was made and carried to accept the April actual (Meyer/Malecha), May expenses (Heselton/DeGroot), and to approve the \$4,500.00 donation for the month of May (Hake/Meyer).

Advancement Office: Mindy Reeder, see report

- ✚ The fundraising update is as follows: As of May, the CEFD has raised \$32,176.97 of the \$35,000 (92% of the goal).
- ✚ The DMCS Golf Tournament is scheduled for a Saturday, June 12th, at the Legacy Golf Course. Dave McIntyre and Marshall Johnson are organizing this event. Many prizes great prizes, including a Polaris golf cart, 8 seats in the skybox at the Elko Speedway, and 4 rides in a golf simulator, have been donated. An advertisement will run in the next Faribault Chamber of Commerce newsletter.
- ✚ The DMCS summer program registrations are going well with the preschool and art camps nearly full.
- ✚ As of May 11th, the 2010-11 enrollment number is at 232 students for K -6.

Principal's Report: Bob Seidel

- ✚ There are many activities, (field trips, concerts, masses, and BA Buddy Day), planned for the end of the year. Continue to check the DMCS website for updates.
- ✚ The MNSAA Accreditation for 2012 is beginning tomorrow, 5-12-10, for the teachers. This accreditation involves a two year process that will require the participation of the trustees and school board members.
- ✚ Some of the DMCS teachers are reviewing the revised Parent/Teacher Handbook. The plan is to review the final draft of the handbook at the June School Board meeting and then make it available on the DMCS website over the summer. We will have parents sign a form in the fall stating they have read this handbook.
- ✚ The names of eight potential school board members have been chosen. Each school board member will rank these names, 1 through 8, and email it to Bob within one week. The top four names will be asked to join the school board and then attend the June meeting.
- ✚ Please return any Capital Campaign #2 cards to the parish office or to Bob as soon as possible. The #2 Capital Campaign drive has now ended.

School Board Discussion Topics: Mike Donkers

- ✚ Punishment for recess: Students should not read a Bible as punishment during recess. A child that is misbehaving should sit out or be brought to the office.
- ✚ Thanks was given to all that served on this year's school board.

Lunch Duty Reminder for the week May 17-21, 2010

Monday, May 17 th :	Pat Heselton
Tuesday, May 18 th :	Bruce Malecha
Wednesday, May 19 th :	Ann Meyer
Thursday, May 20 th :	Megan Thomas
Friday, May 21 st :	Mike Donkers

KUDOS and AFFIRMATIONS:

Motion was made and carried to adjourn the meeting (Donahue/Malecha).

EXECUTIVE SESSION:

Finance Council: Mike Donkers

- ✚ The school budget for 2009-2010 has been balanced.
- ✚ The Finance Council reviewed and tweaked the school budget for 2010-11.
- ✚ The Finance Council recommendations involving the elimination/retention of a teacher position and the changes in the FTE status of specialist positions were discussed. The school board also agreed with the Finance Council's recommendation and now this will be taken to the DMCS trustees for approval.

Agenda Items for the June Meeting:

Act on the request from the preschool staff about using the same school calendar as the K-6 students and the policy regarding extended care during inclement weather for contracted families only.

The next meeting will be held on Tuesday, June 8, 2010, at 6:00 p.m. at Jane Hake's house.

Closing Prayer: Bob Seidel

Respectfully submitted by,

Jane R. Hake, DMCS BOD Secretary