

Divine Mercy Catholic School
Board of Directors
Minutes of the February 9, 2010 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: Mike Donkers

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

ExOfficio Members: Bob Seidel and Father Kevin Finnegan

Teacher Representatives: Gina Ashley and Gloria Duban-Reuvers

Other Guests: Mindy Reeder

BA Representative: Carol Hafemeyer

February Agenda:

Motion was made and carried to approve the February Agenda (DeGroot/Hake)

January Minutes:

Motion was made and carried to approve the January Minutes by at least 6 board members via email, January 26, 2010

Non-Member Communication: None

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

- ✚ The teachers and staff met with Bob regarding new ideas to save/reallocate money for the school budget.
- ✚ The teachers suggested cutting funds going to library/computer specialties and restructuring the janitor's schedule to improve the cleaning schedule of the teacher's classrooms.
- ✚ The teachers have also suggested reducing the receptionist's position instead of the Advancement Office position.
- ✚ The teachers thought Catholic Schools week went well. The students enjoyed the mass with BA at the new church.

Home and School: Megan Thomas, see report

- ✚ The next DMCS Family Dining Night Out is scheduled for Tuesday, February 16, 2010, at Godfathers.
- ✚ The plan for the April Family Dining Night Out is to have it at either the Depot or Perkins.
- ✚ The bake sale held after the kickoff for CSW mass went well.
- ✚ There are a few miscellaneous requests for funds that are pending.
- ✚ Home and School is still waiting for confirmation for a date of a visiting guest author.
- ✚ The "Wild About Animals" presentation is scheduled for tomorrow, Wednesday, February 10th.

BA Report: Bruce Malecha

- # The last BA school board meeting focused on discussing the BA school budget for 2010-2011.
- # The BA school board also discussed their tuition and how to increase attendance of upcoming events, such as BABS.
- # BA is in the process of meeting with several significant donors and no decisions have been made regarding their school budget.
- # BA's winter conferences have been scheduled for Thursday, February 18, 2010.
- # BA has a bake sale at church scheduled for Sunday, February 14, 2010.

Building and Grounds: Pat DeGrood

- # There are no new major issues.
- # Pat DeGrood and Pat Heselton have been discussing how to repair broken tile that contains asbestos.
- # The outside exterior door leading into the basement of the IC church ideally needs to be repaired before February 25th, the K-6 Discovery Night Open House.

Charitable Gambling: Kathryn Donahue, see report

Actual Revenue and Expenses: January

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|---------------------------|-------------|
| <u>Gross Revenue:</u> | \$6,006.00 |
| Expenses: | |
| PULLTABS/TIPBD: | \$ 492.80 |
| Rent: | \$1,087.00 |
| Salaries: | \$1,198.83 |
| City Tax: | \$ 76.71 |
| State Tax: | \$ 537.66 |
| Fees: | \$ 52.77 |
| State Bank: | \$ 1.80 |
| Audit: | \$2,310.00 |
| Expenses: | \$5,757.57 |
| <u>Net Revenue:</u> | \$ 248.43 |
| Checking Account Balance: | \$17,220.05 |
| Start-Up Site Balance: | \$7,100.00 |

Estimated Expenses: February

Approval of the following estimated or actual expenses

| | |
|-----------------|----------------|
| PULLTABS/TIPBD: | \$2,000 (EST) |
| Rent: | \$2,500 (EST) |
| Salaries: | \$1,800 (EST) |
| City Tax: | \$ 7.21 (ACT) |
| State Tax: | \$2,000 (EST) |
| Fees: | \$ 87.51 |
| Print Shop: | \$ 50.00 |
| HyVee Raffle: | \$400.00 (EST) |
| Class: | \$ 60.00 |
| Donation: | \$4,000.00 |

Motion was made and carried to accept the January actual (Heselton/Larson), February expenses (Thomas/Malecha), and to approve the \$4,000.00 donation for the month of February (Hake/Donahue).

Advancement Office: Mindy Reeder, see report

- # The fundraising update is as follows: As of February 9th, the CEFD has raised \$20,489.00 (59% of the goal), and the endowment is at \$21,340.
- # Scholarship Night will be Saturday, March 6th, and 62 dinner tickets have been sold. 109 five dollar raffle tickets and 50 twenty-five dollar raffle tickets have been purchased. \$2,400 has been raised from sponsors and \$3,500 has been donated in kind gifts. DMCS has 2 new sponsors for this event.
- # DMCS has received a \$250.00 grant from Insty Prints for the upcoming school year.
- # Mindy recently met with Richard Wiedland and they began developing the "Planned Giving Committee". They plan to meet with Advancement Directors from other Catholic schools in this area to discuss fundraising ideas and issues.

- ✚ The teachers are reviewing a sample of the Spanish video program.
- ✚ Spanish, art, music, and preschool summer camp options continue to be discussed. No proposals have been submitted for review.
- ✚ DMCS received positive feedback regarding the billboard that was displayed during CSW.
- ✚ 60 families visited the preschool open house that was held on January 28th. As to date, the 5 AM is full, 1 opening in the 3 AM class, 4 spots remain in the 2 AM, and only one child is registered for the 5 PM preschool class. The DMCS BOD discussed the feasibility of having space to offer an AM daycare option for the PM preschool class.

Principal's Report: Bob Seidel

- ✚ The boiler will be repaired on Friday, February 12th. DMCS is interested in what it would cost to replace the boiler and plans to get a couple bids for a new boiler.
- ✚ Catholic Schools Week was fantastic and Archbishop Fylnn was inspiring at the CSW mass.
- ✚ Formal parent/teacher conferences will not be held this winter. If a parent would like a conference with their child's teacher, 2 days will be provided for the opportunity to meet with teachers.
- ✚ The teachers have requested moving the fall parent teacher conferences from October to November.
- ✚ There are concerns regarding the safety of the DMCS students during pick up and drop off times. Students should use the cross walks when crossing the street to and from their parent's cars. Pat DeGrood will contact the city of Faribault to see if school signs can be strategically placed near our school.
- ✚ 2 new students will be attending DMCS.

Finance Council: Mike Donkers, see report

School Board Discussion Topics: Mike Donkers

Lunch Duty Assignments for the week of February 22nd-26th

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|---------------------------|---------------|
| Monday, February 22nd: | Angie Larson |
| Tuesday, February 23rd: | Bruce Malecha |
| Wednesday, February 24th: | Anne Meyer |
| Thursday, February 25th: | Pat DeGrood |
| Friday, February 26th: | Jane Hake |

Lunch Duty Assignments for the week of March 15th-19th

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|------------------------|-----------------|
| Monday, March 15th: | Pat DeGrood |
| Tuesday, March 16th: | Pat Heselton |
| Wednesday, March 17th: | Kathryn Donahue |
| Thursday, March 18th: | Megan Thomas |
| Friday, March 19th: | Mike Donkers |

Kudos and Spiritual Improvements:

Agenda Items for the March Meeting:

Discuss the need to adjust the school calendar because of the extra snow days

The next meeting will be held on Tuesday, March 9, 2010, at 6:30 p.m. at the DMCC in the Faustina Commons 2 area.

Motion was made and carried to adjourn the meeting (Hake/Larson).

Closing Prayer: Bob Seidel

Respectfully submitted by,
Jane R. Hake, BOD Secretary