

Divine Mercy Catholic School
Board of Directors
Minutes of the December 15, 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: Mike Donkers

Opening Prayer: Bob Seidel

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

ExOfficio Members: Bob Seidel

Teacher Representatives: Gina Ashley and Gloria Duban-Reuvers

Other Guest: Mindy Reeder

BA Representative: Sherri Langfeldt

December Agenda:

Motion was made and carried to approve the December Agenda (Larson/Donahue)

November Minutes:

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

Non-Member Communication: None

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

- ✚ All of the Christmas concerts went well
- ✚ Each class is collecting gifts for their family in need
- ✚ The teachers would like to thank the school board for providing lunch duty each month
- ✚ There are continued concerns regarding cleanliness and maintenance issues

Home and School: Megan Thomas

- ✚ Home and School recently had a Christmas party and discussed the Geckler Fundraiser, future spring play, and having a traveling author come to visit DMCS

BA Report: Sherri Langfeldt

- ✚ The BA school board will meet next on December 16, 2009
- ✚ The Feasibility study is complete for the BA capital campaign and it will focus on four areas; a new field house, renovation of fine arts, scholarship needs, and handicap accessibility
- ✚ These recommendations were discussed with the Sinsinawa Sisters last month
- ✚ BA will have a total of 270 students after January 1, 2010, and is at its capacity for the year
- ✚ BA would like to recruit future BA students from outlying catholic elementary schools near Faribault

Building and Grounds: Pat DeGrood, see report

- ✚ A meeting was held on November 17th, to discuss the building and grounds concerns
- ✚ The concerns that were discussed include the boiler, ants, tile floors, water usage, clocks & bells, church basement doors, the kindergarten wing door, hallway clutter, janitor job description, and repair work order forms
- ✚ The backup boiler is too expensive to repair, the contracted pest control company will take care of the ants, the tile floors need to be repaired even if it is only a temporary fix, there is an ongoing effort to figure out a way to decrease the amount of automated flushing in the boy's urinals, Ginger and Bob are looking into replacing the clocks and bells with a new system spring 2010, plan to repair the church basement doors spring 2010, the kindergarten door is to be replaced over the Christmas break, hallway clutter has been removed, janitorial job description discussed and should be revised, repair work orders and updates should be via email with responses given within 48 hours
- ✚ There will be a follow-up meeting before the next DMCS BOD meeting

Charitable Gambling: Kathryn Donahue, see report

Actual Revenue and Expenses: November

<u>Gross Revenue:</u>	\$8,113.93
Expenses:	
PULL TABS/TIPBD:	\$ 717.74
Rent:	\$1,398.00
Salaries:	\$1,147.93
City Tax:	\$ 65.46
State Tax:	\$ 783.61
Fees:	\$ 170.77
State Bank:	\$ 1.40
Hy-Vee	\$ 60.00
Gleason's:	\$ 450.00
Expenses:	\$4,794.91
<u>Net Revenue:</u>	\$3,319.02
Checking Account Balance:	\$20,190.56
Start-Up Site Balance:	\$7,100.00

Estimated Expenses: December

Approval of the following estimated or actual expenses	
PULL TABS/TIPBD:	\$2,000 (EST)
Rent:	\$2,500 (EST)
Salaries:	\$1,800 (EST)
City Tax:	\$ 103.72 (ACT)
State Tax:	\$2,000 (EST)
Fees:	\$ 230.40 (ACT)
Print Shop:	\$ 50.00
Hy-Vee Raffle:	\$ 400.00 (EST)
Audit:	\$2,310
Donation:	\$4,500.00

Motion was made and carried to accept the November actual (Heselton/Hake), December estimated expenses (Thomas/Malecha), and the December DMCS donation of \$4,500.00 (Hake/Meyer)

Advancement Office: Mindy Reeder, see report

- # The fundraising update is as follows: The CEFD has raised \$13,100.00 to date and the endowment is at \$19,447.00.
- # DMCS Scholarship Night theme is "Soaring to New Heights", and will be Saturday, March 6, 2010
- # 150 free books were made available from the Capstone Press Grant. DMCS handed out 100 books at the St. Nicholas Day event and the 50 remaining books will be used at our school
- # DMCS is considering ways to teach Spanish (video program vs. having interns/teachers come and teach through the Amity Institute Program)
- # The St. Nicholas Day was a success with 100 children attending the event. The Knight of Columbus would be interested in helping with the event next year
- # The DMCS kiosk has been set up at church
- # The Geckler Fundraiser made \$5,444.00 for the school and now considering alternating the Butter Braid and Geckler Fundraisers so one would be every other year

Principal's Report: Bob Seidel

- # The snow day policy for extended care was not clearly defined and extended care will be offered for any future snow days for the remainder of the 2009-2010 school year. Any student attending DMCS daycare on a snow day will need to bring a bagged lunch. The snow day policy for extended care will be clearly defined for the 2010-2011 school year.
- # The 2010-2011 DMCS Budget is being discussed based on estimated enrollment numbers that are less than desired
- # Preschool options need to be revised to bring in as many children as possible for the upcoming school year
- # The plan is to have the preschool open house, Thursday, January 28th. The goal is to have the preschool tuition set for the preschool open house. The K-6th grade open house will occur in February

Finance Council: Mike Donkers, see report

- # The next Finance Council meeting is Wednesday, December 16th
- # The 2010-2011 DMCS school budget will be presented to the DMCS trustees and school board members at the January BOD meeting

School Board Discussion Topics: Mike Donkers

Lunch Duty Assignments for the week of January 11th-15th:

Monday, January 11th:	Pat Heselton
Tuesday, January 12th:	Megan Thomas
Wednesday, January 13th:	Anne Meyer
Thursday, January 14th:	Pat DeGrood
Friday, January 15th:	Mike Donkers

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) Offer another option for preschool; p.m.

Discussion of the Trustees' strategic plans:

The next DMCS Trustees' Strategic plans meeting is scheduled for Monday, January 18th from 6:30 p.m.-8:30 p.m. in the school gym and the presence of the DMCS school board members has been requested.

Kudos and Spiritual Improvements:

Agenda Items for the January Meeting:

Discussion of STEM school students and their participation in DMCS sports

The next meeting will be held on Tuesday, January 19, 2010, at DMCC in the St. Faustina Commons 2 area at 6:30 p.m.

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

Closing Prayer: Bob Seidel

Respectfully submitted by,

Jane R. Hake, BOD Secretary