

ST. MONICA SCHOOL COMMISSION

Meeting Minutes

September 13, 2023

A meeting of the St. Monica School Commission (the "Commission") was held at Donovan Hall at 7:00 p.m. local time on September 13, 2023. The following voting commission members participated in person: Susan Eoloff, Jeanine Boudreau, Alissa Prater, Ryan Van Den Elzen, Bill Nurthen, Brian Wolf, Tom Bausch and Meg Dean. Member Dan Cary was unable to attend. The following ex-officio non-voting commission members participated in person: Rebecca Jones, Executive Director St. Eugene and St. Monica Schools, Lynn LeRoy, Principal of St. Monica School, Emily Friday, Assistant Principal of St. Monica School, Maria Sartori, Home and School Committee Liaison and Bridie Mooney, Parish Council Liaison.

PRELIMINARY MATTERS

1. **Opening of Meeting.** Mrs. Dean opened the meeting and acted as Chair of the meeting. Mrs. Eoloff acted as Secretary of the meeting. Mrs. Dean directed that the minutes of the meeting reflect that all members were properly notified of the meeting and that the meeting was properly called and convened and ready to conduct business.
2. **Approval of Minutes.** Mrs. Dean next asked for any comments or corrections to the minutes of the Commission's May 17, 2023, meeting that were previously distributed to the members. There being no comments or corrections, upon a motion duly made, seconded and unanimously approved, the Commission approved the minutes of the Commission meeting held on such date.

BUSINESS MATTERS

3. **Principal's Report.** Mrs. Leroy then provided her report on School activities to the Commission.
 - (a) ***Milk Program.*** Students were surprised free milk was no longer offered at SMS. SMS went to a paid milk system for the 2023-2024 school year. The system requires parents to pre-pay for the milk the night before. Some members noted they were unaware of this change until the first week of school. The decision to administer the milk program through school eatery was made due to the school office having more moving parts than usual due to construction as well as the addition of new personnel. School eatery offers milk for \$0.75. Parents think the school eatery website is not user friendly/clunky. If school were to cover the cost of milk, how would we pay for it? A fee on TADs is an option. Another option discussed was raising money through the auction. Additional considerations: Would an auction donation be a long-term solution? Could we bill the parents monthly? How can we continue to use the subsidy? How could we assist the office with the milk tally? How to create a seamless system to address the milk program?
 - (b) ***Behavior.*** Behavior expectations addressing anti-bullying and harassment for students is in place. SMS will amend the handbook to include behavior expectations that extends to parents this year. Arch added parents years back. Arch policy language will be zero tolerance policy. Spirit of seeking to understand, but certain behaviors are not permitted at SMS. Two issues this school year with parent behavior. The language added to the 2023-2024 handbook will be emailed to parents. Parents will be required to sign off and acknowledge receipt.

Behavior expectations extend to everybody. Adults are role models for students. Older students are role models for younger students. Updated discipline system- rooted in our core values, character, education and the Raider Way.

The Raider way:

Respectful

Responsible

Safe

Kind

Disciples of Christ

Teachers are using the language in the classroom, signs in the hallways. Keeping language supportive, identifying missed opportunities for growth. Parents will still have to sign reflections.

Teachers will continue to notify parents if students receive an infraction.

(c) *Theology of the Body*. Theology of the body curriculum will be added to Family Life curriculum. Family life was approved by Archdiocese and includes Biology and Theology. The curriculum will be implemented in 2023-2024. No defined schedule of when it will be taught during the academic year. 4-6 week curriculum. Communication will emphasize that Theology of the Body is still a classroom resource, and the Family Life Curriculum will not replace Theology of the Body. Boys and girls will be separated during certain instruction time. Garret Fitzgerald and Alyssa Prater will aid teachers in teaching girl and boys.

4. Committee Reports:

Finance committee liaison → Brian Wolf and Jeanne Boudrau will start being the liaison to attend meetings and rotate every other.

Communication will be dissolved

Development committee. Will be supportive of Catherine. Advancement will be the new role.

Safety committee will be moved to Parish Council so it can coordinate with buildings and grounds.

5. May Update from Emily Friday:

New principal hired. Late tuition: letters that were sent from Fr Mark. All families paid up and are reenrolled.

Currently we don't know how many families haven't signed.

Catherine Creighton is now responsible for TADS and Annual Fund. Bobby sat with Catherine and passed all info and files to her before his resignation. Catherine has all files and will keep the Annual Fund calendar.

School commission should come up with a calendar of when to start contacting families about past due balances.

6. School Safety:

School house reserve update should be sent to families. All construction is finished.

Camera on east side of building. Bikes being stolen and damaged.

7. Priority Fund and additional discussion:

Final enrollment: 411

Mrs. LeRoy asked to clarify the Priority Fund. Home and school funds the Priority Fund. Principal brings a request to School Commission for needed items. Purpose of the Priority Fund is to cover unanticipated events, not to cover expenses that should be included in the operating budget. 25k each year
If request is over 5k, two meetings are needed to approve the request.

Request for Executive Director and Principal to provide us their assessment on how SMS is doing. What can we build off of?

Teacher salary update is requested by the committee. Are we staying on track for 80% of public schools? There seems to be a high faculty turnover rate. Is pay the reason? Committee discussed. Archdiocese did a survey on teacher pay and parish employees' salaries. Is pay the issue for turnover at SMS or is principal turnover? Other issues?

Close the Gap discussion on tuition. Bridge School and Parish committees.

Meeting adjourned: 8:54pm.