



**Draft St Louis School Advisory Board Meeting Minutes  
June 2, 2015 7:00 PM Parish Meeting Hall**

**Attendance** Catherine Anania, Fran Barr, Mimi Bogdan , Camilo (Summer Seminarian), Susan Conlogue,,Mike Moore, Mark Paris, Fr. Robert Ring, Dawn Schnell

**Principal's Report** – Fran Barr

**Registration:**

- K-5 = 205 students (presently have 206 K-5)
- PK = 81 students (presently have 67)
- 9 pretty certain they are returning but have not registered yet.

**STEM Lab**

- \$13,000 to set up lab reduced to \$5,000 (approximate numbers). The reduction is because of cabinets that were planned for purchase that we already have and the \$6000 gift from the Carpentier family. STEM is more than just a science program. It will integrate all areas of study including Math and ELA.
- Need to get someone to paint DNA strand
- Will be tiling floor, installing sink
- Teachers have begun preparing 1st units K-5 under Kathy Conezio's guidance

**PreK**

- Looking at a closing school (Owego) to pick up used PK furniture. We are also interested in a stage curtain if they have one

**Teachers leaving**

- Seana Mancini (Library)
- Susan Rooney (Art)

- With the addition of new teachers Fran will work on building a cohesive spirit among all of the teachers.

Bishop's Mass - Wed. June 24 students will wear their uniforms

### **PTO Update** - Mimi Bogdan

- The PTO committee organized and executed the "Trek for Tech" on May 29. It was a big success and there were an estimated 400 participants.
- \$45,000 was the gross amount raised with a net of \$39,000 for the school. Pledges came in a variety of sizes and totaled \$15,471. Sponsorships brought in \$21,900. The balance of the money came from sticky lips dinner sales, t-shirts and merchandise, and ice cream sales.
- There was a lot of spirited fundraising by the kids with competition between the grades
- Sticky Lips BBQ was great to work with and we believe that the event was good for them too.
- It was noted that the profits for this activity exceeded those of the magazine drive. We are under contract for the magazine drive for next year but may look at this type of activity to replace the drive in the 2016-2017 school year.
- There was also a discussion about how much fun was had and the fact that we held the activity on the school grounds. We may consider holding the school picnic on the school grounds rather than at Eyer park as was done in the past.

## **Budget Review – Dawn Schnell**

- The current budget plan for the coming year shows a balanced budget for the school at \$1.7M. The budget includes \$135K St. Louis Parish subsidy and \$105K to be realized through fundraising.
- Fundraising plans include: magazine drive, Gala, Brick sales, DNA helix, Alumni contributions and corporate sponsorships.
- Registrations are continuing and this will continue to add to our financial position
- The budget should be finalized in July for the start of the new budget year.
- There was a discussion about enrollment. There is still space available in grades 1-5. Pre K and K programs have few openings.
- Advertising focus will concentrate on recruiting and retention.
- The student activity fee may be brought back. It will be in the range of \$59 -\$60 and will replace the many small fees that are now charged.
- Laurie Martin hopes to have the online payment module from Parishsoft ready by the start of school to enable online payments
- Mark Paris presented his idea for a fundraiser based on filling in spots on an image of a DNA Helix. This would be similar to the periodic table of elements found at Seton School. A 4 ft tall poster would be placed opposite the STEM lab and spots on the Helix would be filled in with the donor's name. Two general proposals were presented which provide various giving opportunities. Mark will prepare of mock-up of the plaque approach. The tag line was presented "The spirit of St. Louis – It's in our DNA" Mark is going to buy the DNA Helix Poster and work up a plan to implement the program.

## **Thank you for your service – All**

- Catherine Anania, Susan Conlogue Carolyn Gerstner, and Mark Paris are leaving the School advisory board. Fran, Dawn, and Fr. Bob thanked them for their dedicated service to St. Louis School

## **Board Structure Discussion for 2015-2016 School Year - Fr. Bob**

- Next year we are looking for someone to fill the Vice Chair position and the Vice chair will be asked to focus on Recruitment and Retention of students
- PTO would like to hold a Gala next year and the board would like to engage Alumni in a development effort.
- The board strives to increase the regular attendance of its members.
- 6-10 board members are desirable with 3 staff and 5 others considering marketing, legal operations,
- There are two potential candidates. One is a parent and is a teacher at Mendon. Sal Martin is the other candidate.

Closing prayer offered by Fr. Bob  
Meeting adjourned 8:40 pm  
Upcoming Meeting – TBD  
Submitted by Mike Moore – Secretary