

Saint Thomas More School Advisory Board Meeting
Tuesday November 27, 2007, 7 PM

Approved
1/22/08

Meeting Notes

In Attendance: Sr. Catherine Fee, Dennis Egan, Sue Ann Glower, Beth Gunn, Gwen Eldred, Norbert Schneider, Carlos Lima, Natalie Dekle, Mary Ann Fallon, Scott Remmy and Matt Sullivan

- The Advisory Board approved meeting notes from our October meeting with no changes noted.
- Sister Catherine reported on the following:
 - Mr. Tyll and Sr. Catherine will attend the National SACs conference in Florida December 7, 2007.
 - Progress Reports distributed on December 5, 2007.
 - December 18 and 19th – exams for 6, 7, and 8th grade.
 - Catholic Schools week will be in early February 2008.
- Discussion of STM Community Consumer Survey
 - Need to encourage more parish families to come into the school
 - Encourage enrollment from children attending Sunday Morning sessions (6, 7, 8th graders) for middle school.
 - Further research was required and to be presented at the January SAB meeting.
- School Financials & Treasurers Report
 - The budget was developed for the 2008-2009 school year and will be presented at the joint meeting of the Parish Finance Council and SAB in December.
 - Tuition assistance continues to be available and the SAB strongly encourage families to apply for tuition assistance. This process would be conducted through FACTS and all re-enrollment packets include an application.
 - 23 Households received some type of tuition assistance for school year 2007-2008.
 - Review of the October Budget and Balance Sheets occurred with the following to report:
 - Income:
 - Tuition/registration was \$114K in Oct., YTD = \$1,467K, \$46K < YTD Budget. Some tuition income is offset by tuition assistance income of 11K this month.
 - Aftercare at \$26K, \$1K < YTD budget, still inline with budget.
 - Gifts are at \$23K vs. YTD budget of \$31K. Restricted gifts are not reflected here, but help with budget items, like the IBM matching grants providing computers to the school.
 - Total Income is now \$41K < YTD budget.

- Expenses:
 - Faculty Salary/Benefits YTD = \$63K, \$37K < YTD budget, narrowing the gap vs. budget, delayed billing still a big component of the offset. We are updating the figures projected in September to re assess outlook for the shortage this year.
 - Instructional materials over budget for the month from catch up expenses.
 - Other expenses on or under budget.
 - Overall expenditures appear as \$89K < YTD budget, still offsetting current income shortage.
 - Balance Sheet:
 - No changes. High balance in checking account, generating additional interest income.
- Dennis Egan reported 7M in pledges for the ONE Campaign. Projected ground breaking will be in April of 2009. They are informing new parishioners of the ONE campaign. The BAA goal will increase 4.8% over previous year for STM parish.
- Pastoral Council Report
 - Beth Gunn reported the pastoral council is looking for ways to have the students at STM assist with certain ministries and in addition, what the parish ministries could contribute to the service projects within the classes at the school.
 - An overall effort to continue to look for ways for collaboration amongst the ministries of the parish and the service projects of the classrooms. The parish communications committee will be sending out a brochure to inform the community of the more than 100 ministries within the parish.
- H S A Report
 - No new update on the volunteerism discussion from last meeting
 - Dec. 1st – Holiday Shoppe – hoping to be well attended. Advertised well this year.
 - Christmas Tree Fundraiser – trying a new process utilizing coupons with Cranberry Tree Farms.
 - Coupons to be sold after all masses last weekend in November.
 - Distribution of coupon opportunity to be distributed throughout school community.
- Next Meeting : Combined SAB/Parish Finance Council, December 11, 2007
- Next School Advisory Board Meeting: January 22, 2008 at 7:00 p.m. in lower school library.