

STM
School Advisory Board Meeting Minutes

Meeting Date: November 28, 2006 7:00 p.m.
Location: STM Lower School Library

Attendees: Sr. Catherine Fee, Beth Gunn, Natalie Dekle, Gwen Eldred, Carlos Lima, Doug Zinn, Sue Ann Glower, Mathew Sullivan, Norbert Schneider, Scott Remmy, Mary Ann Fallon

Additional Community Attendees: Courtney Kuczynski, Michelle Sylva, Barbara Aluise, Barbara Ulam, Dot Wilson

After introductions were made, the first item on the agenda was **Class Size Reduction**

The KA and KB teachers voiced their strong concerns over the current classroom size and submitted documentation to all members of the meeting in support of class size reduction. Each teacher expressed their frustration with their current classrooms and felt strongly the current size could compromise the quality of the education. The first and second grade teachers were also present and voiced their concern the current size could present difficulties in the years to come which are considered important building years.

Other comments:

- Additional assistants not the correct answer to the issue
- Too much time spent in managing the classroom and not to teaching the class
- Petitioning the SAB to pool ideas to reduce class size
- Diocese sets 30 as class limit, however competing with public schools with 18 as classroom limit in lower elementary grades
- C. Lima reviewed that 78% of school budget goes to salaries and benefits of teachers and administration.
- Teachers expressed their willingness to make cuts elsewhere so that classroom sizes can be reduced.
- New facility will make STM even more attractive for attendance

Suggestions:

- More aggressive marketing targeting specific grades (i.e. 3rd and higher)
- Target Durham market to attend STM middle school
- H S A fundraisers earmarked for tuition only
- Larger STM parish subsidy
- Use of open meeting space for 3rd K teacher to track out some students from each class for targeted curriculum

Progress Reports

Locker Locks – Upper School Locks installed on 12/1/06 from the operating budget of the school.

Phone System – Appointment scheduled for 12/5/06 with Bell South. Parish has expressed desire for voice over IP and any bid obtained will need the IT Committee to review and comment.

STM Brochure – Gayle Komives is currently developing the New STM Brochure

Traffic – Four volunteers are assisting with traffic flow in the morning. More parents now following the flow leaving the school.. Some drivers are still ignoring the flow and exiting directly onto 15-501. Names of such could be provided directly to Sr. Catherine. Traffic Flow diagram will be provided with parent brochures next year.

H S A Report

Sue Ann Glower reported the H S A hosted a successful Halloween Carnival and Sally Trauco will repeat as the chair for next school year. Holiday Shoppe scheduled for December 2, 2006. Christmas Tree Sales began on 11/25/06 with \$30,000 as reported cost for trees. Auction tickets will be going on sale soon. The H S A Safety Committee has not met since the last meeting. Matt Sullivan will speak directly with Nancy Fine regarding the suggested addition of a hall door similar to the one up at the upper school.

Parish Administrator Report

Carlos Lima reported the new web site platform is up and running. A report was given on the current school year budget (see attached). Health Insurance \$10K over budget and pension expenses increased from 6.6% to 9.6% in May 2006. In addition, there is approximately a 15 % increase in property and liability insurance which had not been expected. Current offsets include lay instructor salaries and lower utility expenses Current projected increase in tuition is between 4 – 5 %. Joint meeting of finance committee and School Advisory board set to meet in December to finalize any tuition increases for 2007-2008.

Parish subsidy is moving from operating budget to tuition. Tuition assistance has increased from \$77,000 in 06/07 school year to \$82,000 projected for 07/08 school year. Parish goal is for \$100,000 for tuition assistance.

Treasurers Report

As above.

Principals Report

Results from IOWA tests received week of 11/21/06. Two years ago computation scores were down and the classes focused more on computation skills through drills, time tests, etc. Report from last IOWA tests indicated every grade improved secondary to efforts made by the teachers in each classroom. Individual results will be mailed to homes within the next few weeks.

Approval of October 24, 2006 Meeting Minutes: APPROVED