

Saint Damian School Board Minutes **Tuesday, January 24th, 2017 School Library**

Start Time: 7:00 P.M. End Time 8:20 P.M.

Present: Dr. Stockhausen, Kelly Farrell, Jill Stokes, Sandy Hoffman, John Perales, Josh Deabel, Rob Lee, Kathleen Boss

Not Present: Fr. Joe Noonan, Christina Lim

Visitors: None

Approval of agenda granted.

Amended November meeting notes: Rob Lee was not present.

Principal's Report (Dr. Stockhausen):

- Family and School meeting on January 19th, 2017, first of the year, had many attendees. This is considered a good sign.

-Catholic Schools Week starting January 29th. Dr. Stockhausen asked for board to act as guide for family. Plans to have children volunteer as well. Tours will be given between 12PM and 2PM. A reference sheet will be provided to aid in talking with prospective parents.

-Board discussed general ideas that can be used for future open houses:

-Showing how graduates are doing in high school or since leaving St. Damian

-Parent ambassadors, a point of contact for new families.

-Having new family breakfast the same day as blessing of the backpack.

-A welcome to St. Damian surprise for new families. Like balloons placed at the family's home.

-It was mentioned that pre-K and K did not have room parents. Dr. Stockhausen is checking into this.

-Heart of The School Award to be given to a staff member during mass on 1/29/17

-The staff discovered an issue related to the transition from Smart Tuition to FACTS. All families were entered as parish contributors. This meant that they were paying less than required. Communication has gone out to the affected families. This is temporarily affecting the budget & budget forecasts.

-The board discussed researching pre-k tuition costs in the area to determine how we compare.

Pastor's Report: Fr. Joe

-Father Joe was not in attendance. Dr. Stockhausen covered for him.

Fundraising Report:

Damian Mania: Jill

- Nothing to report for this meeting

Gala 2017: Chris not in attendance

- This year's gala will be held on Feb 23rd with the theme "St. Damian Red Carpet Event 2017"
- Next Gala volunteer meeting scheduled for Feb 1st

Everyday Fundraising: Kathleen

- Kathleen has the dates all mapped out. We plan to leverage the web site and other social media to get the word out
- Next up is the Fannie Mae

-Sandy talked about our lack of tracking, communication with donors and providing them recognition.

Finance Report: Rob

-Financial audit ongoing

-We appear to be on track assuming we recover monies from the Smart Tuition to FACTS transition

-Telecommunications bill is expected to be very high. Suggested we review it and get estimates from other places and from our current vendor.

Legislative Josh:

-Nothing to report this meeting

Old Business:

New Business:

- Next regular board meeting February 28th at 7PM

- Budget sub-committee meeting Feb 2nd

Potential Topics for next meeting:

-Telecommunications bill

-Technology for classrooms

-How to deal with tracking donors

Closing Prayer: All members

