

**ST. JOHN BOSCO CATHOLIC SCHOOL
SCHOOL ADVISORY BOARD MEETING MINUTES
Monday, January 28, 2019**

Meeting Time: 5:30 p.m. to approximately 7:00 p.m.

Location: St. Benedict (Church Conference Room)
16223 S. 48th Street
Phoenix, AZ 85048

Voting Board Members:

Cency Alexander (CA)
Holly Forseth (HF)
Dianne Hansen (DH), Secretary
Krista Loew (KL)
Sam Root (SR), President, Chair
Colleen Ruiz (CR)
Ryan Whitlatch (RW), Vice President

Voting Board Members Absent:

Greg Skrovan (GS)

Ex-officio Non-Voting Board Members:

Fr. James Aboyi (JA), Pastoral Administrator
Anita Petitti (AP), Principal, Administrative Officer
Jena Gump (JG), Faculty Representative
Jamie Bescak (JB), Pre-School Director
TBD, Parish Council Representative

Guests: Peter Rady-Pentek (PR), Diocesan School Board
Brian Wiscombe

1. Call to Order, Opening Prayer

The Chair declared a quorum present and called the meeting to order at 5:36pm. The group prayed said the Our Father.

2. Introduction, Procedural Matters

3. Approval of Previous Minutes

Members will have two meeting minutes to review approve via email.

4. Principal's Report

AP gave an update on School matters, as follows:

- Thanks to SR for organizing and hosting dinner at Caffe Boa.

- MAP and Dibels testing have been completed. Results have not yet been reviewed.
- Christmas program was wonderful. The event was well received with no negative feedback about keeping the little ones for the grand finale (a concern of event organizers since different from years' past).
- Pancakes with Santa was great. The event generated high energy and a lot of fun on campus.
 - Events like this could not be held without volunteers, who deserve many thanks.
 - Thanks to Fr. James for coming to Christmas program
- Sacrament instruction began in the classroom
 - A reception Mass will be held after the ceremony
- Thanks to JB and JG for the incredible amount of effort on the marketing front, including multiple visits to various surrounding parishes.
- The school leadership team met initially regarding accreditation
 - Team: Amy Pratt; Jennifer Vanderzyl; Jeanette Vanderah; Jamie Bescak; Jackie Jansen; Lori Cook; Anita Petitti
 - Accreditation is ongoing – SJB received a 6-year term. Accreditation team trusts that the school can implement the goals in place (no revisit).
 - Note: Potential accreditation terms are 1-year, 3-year and 6-year with potential revisits.
- Following Catholic Schools week schedule
 - Monday, January 28 was kickoff; Tuesday is field day; Wednesday is Cathedral mass and rally at capitol with science fair back on campus in afternoon.
 - Student produced art can be purchases with FACTS account this year.
 - SJB earned a 4th place finish at Future Cities; and received the water conservation award.
 - JB will add Future City presentation to Facebook and/or link in the Bulldog Bite
 - Thursday, January 31 is drop-in open house at SJB; also SJB Feast day
 - Friday, February 1 is VIP day with a new policy that all guests register through the front office before assembling in the MPR.
 - Ambassadors will escort visitors to appropriate classrooms and to Mass later in the morning.

5. Pre-School Director's Report

- JB shared a video from AV club, which will be used for marketing purposes.
 - The video will be posted on the school website, SJB Facebook page, and presented at various Catholic Parishes.
- Other marketing – efforts will be focused on visiting surrounding Churches
 - Flyers will be handed out and mailed to surrounding communities
 - Teri Aguilar has worked to get articles placed in surrounding newspapers
 - SJB Ambassador students visited many Parishes and spoke during Mass
 - Ahwatukee Easter parade – students will market the school with banner in the parade in a vehicle loaned driven by parent (thanks to Barefoot Pools)
 - Many parents have volunteered to help with Open House Wednesday, January 30
 - Will have STO's and CEA at open house
- PreK has a waiting list; 36 students are projected to go to Kindergarten from PreK next year

- KL will be the point person to review the content of any prospective newspaper articles

6. Pastor's Report

- Father James thanked the board for prayers while sick
- Appointed Marilyn Johnson as the St. Benedict Parish representative to the SJB School Advisory Board. Marilyn should be in attendance next meeting
- Looking forward to a new academic year with new students. Thanks to Marketing for all the efforts.
- All is well at parish now. A Parish staff retreat is scheduled for January 17, 2019 to include teambuilding
- The Parish information meeting scheduled for January 9 was cancelled due to Fr James' illness.
 - New meeting date to be announced
 - Parish finance council, finance committee to update on capital campaign
- Roughly 50 new parishioners since June
- Beginning CDA – Charity and Development Appeal
- Parish picnic coming up
- Diocesan capital campaign to begin in July – Parish goal will be in excess of \$1M

7. SAB committee reports

- Technology
 - Server room was purged
 - Obsolete technology was donated to charity
 - Equipment and materials were reorganized for better management
 - Mr. Macdonald is in the process of writing a technology plan (roadmap)
- Facilities
 - Recommendations to be made at next meeting
- Finance
 - Year-to-date financials agree with the budget
 - Operating on a cash deficit due to low enrollment. As a result, the school cash balance has been decreasing over the years.

8. 2019/20 Tuition Rates

- The Diocese has been slow to communicate Diocese driven cost information for inclusion in subsequent year budgets.
- The tentative expectation of the Finance Committee and Administration is that SJB will limit any year-over-year tuition increase to inflationary costs.
- AP and Fr. JA will review and discuss an updated proposal submitted by the Parish/School Director of Finance just prior to SAB meeting. A decision must be reached by Friday.
- In any case, there should not be a dramatic increase – roughly 2% - 2.5% expected with tuition remaining below \$6,000.
 - It was noted that tuition costs at neighboring Catholic and Non-Catholic private schools are, as follows: \$5,100; \$4,800; \$5,300 (next year); \$7,600/\$7,800 (Jr High); \$14,000

9. Administrative and Other Items

- The Chair initiated the conversation regarding any desire for summer programs. It was noted that it could be well received by families looking for summer activities; however, may also benefit the school financially, since the campus remains idle during the summer break. Depending on interest, an analysis would have to be performed to ensure feasibility.
 - Summer programs must be determined by March
 - Need fact finding on summer programs to include cost and hours
 - Existing sports camps –
 - Mr. Caradonna – softball/baseball - week of June 3
 - Soccer Camp – June 10
 - Potential STEM camp
 - Holly & Dianne offered to help research
 - Current classes/camps in the community? Hours? Costs?
 - JB to ask teachers if there is interest and if so, what they are willing to teach
 - Family promise is requesting use of the facilities June 15-22
- Harvest Fest funds to be shared at next meeting.
- Running with Rosco funds to be used to for security needs (perimeter fence repairs; potentially adding security cameras).
 - DH to send link to FACTS ParentAlert info.
- DH presented upcoming events as related to St. John Bosco, St. Benedict Parish, and Diocese of Phoenix, as follows:
 - Catholic Schools Week, January 28th
 - Open house on 1/30/19
 - Father/Daughter Dance – February 9th
 - Running With Rosco (PTO) February 14th
 - President’s Day – no school February 18th
 - Family Service Saturday – March 2nd
 - 3rd quarter ends, Early Dismissal – March 7th
 - Spring Break – March 8th – 17th
 - The Bosco Gala, March 30th

10. Closing Prayer

Fr. JA recited the closing prayer.

The Board adjourned the open session at 7:00 p.m.