

## **Saint Susanna School Commission Meeting - March 12, 2009**

**Attendees:** Julie Hall, Fr. Kevin, Tony Bushman, Joe Mulholland, Susan Emick, Bernadette Thomas, Rich Sinks, Bill Verhonick, Joe Schembre, Tina Davis, Steve Hulin

**Guests:** Saint Susanna Student Council Representatives

### **Guest Presentation**

- Student Council presented a discussion to support reinstating the previous Mission Day Guidelines with respect to dressing down on Fridays. The Student Council has done a good job increasing education and awareness of what the Mission is and who is being sponsored. After group Q&A it was agreed that every week we will have collection for a Mission at the 10:00 School Mass. Each currently scheduled Mission will benefit from two weeks of collections. After communion, a member of the Student Council will explain the mission to the congregation as a collection basket is passed to teachers. The teachers will have already collected money in the classroom and have chosen a child to place the money in the collection basket. Our amount of collection has decreased and this method hopes to improve our contributions, while at the same time, instilling the importance of a weekly collection at Mass. Father Kevin has agreed to continue to grant "Dress Down" days at his discretion. This mass collection process will start at the school mass on 3/19/09.

### **Religious Education**

- Faith Formation – Elise Betel distributed a Faith Formation Newsletter and pointed out several parish focused programs scheduled.

### **Bus Service**

- The status of the bus and bus budget was discussed in detail. Costs are approximately \$18,500 per year and income is approximately \$8,000 per year. While this does not include a portion of the activity fee, the current level of expense would not be overcome even if a portion of the activity fee were taken into account. The Commission will continue to investigate options and ideas for the next school year and assess the impact on families if any changes to daily service are made. It was also suggested to reach out to the parents and solicit ideas/input to address the issue. We would like to hear input from the parents on how to help solve the problem and hopefully avoid negative reactions after a decision has been made.

### **Budgets/Finance**

- 2009-2010 budget reviewed and accepted.
- FACTS payment process not negotiable as this is the service chosen for families to plan and pay their school expenses. Payment type is their option (cash, check, direct bill). If there are any issues, Fr. Kevin is happy to speak with anyone needing other considerations.
- Middle School – the School Commission has discussed enrollment levels in the Middle School at length and recognizes there is concern regarding the viability of the Middle School. It has been agreed that a guideline of 30 students will be used for the Middle School. Specifically, if total enrollment in the 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade is at 30 or more students, the Commission will consider the program to be viable and will not look to have further discussion on the topic unless some extenuating circumstance have arisen. If total enrollment drops to 29 students or lower, the topic will automatically be put on the School Commission agenda for discussion. This does not mean that the 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade levels will be eliminated, rather it means the topic will be discussed and weighed against the prevailing economic conditions.
- Collection of the first month's tuition. It was agreed that no changes need to be made to the current practice. The first month's tuition payment for the 2009-2010 school year will only be collected if the oldest child is in Kindergarten or First grade.

### **Administrator's Report**

- Enrollment for the 2009-2010 school years remains strong. Thanks for your continued support of Saint Susanna!
- State acknowledged that the ISTEP tests were very difficult and are looking into corrective action. Many students not doing well and not reflective of academic achievements.
- A dress code for the dress down day will be written to assure consistent and appropriate clothing. More news and updates, check out the new web site: [www.saintsusanna.com/school](http://www.saintsusanna.com/school).
- Wellness report card and program was discussed and the report will be completed and returned to OCE for review. This will help drive wellness focused improvements and programs for the school in the future.
- Award program being planned by the teaching staff for the end of year. Topic will be discussed at a future meeting.

**Parish Council**

- Report on upcoming activities presented.
- Cash flow continues to be a challenge. The general directive is to cut the budget by 5% and expenses by 10%.
- Parish continues to work with IRC to complete the installation of the church sound system.

**Upcoming Events:**

- March 14, 2009 St. Susanna Auction and Raffle

**Next Meeting**

- To Be Announced due to Holy Week