



St. Giles Board of Specified Jurisdiction

October 3, 2016 Meeting Minutes

Present: Ann Clements, Kent Pflederer, Janet Coffey, Tracy Wysockey, Flavia Morrisey, Rachel Rettberg, Liz Moroney, Tony Schmitz, Mary Catherine Wygonik, Sara Yount, Mike Bibbey, Margaret Murphy, Kenna MacKinnon, Michele Bibbey, Beth Linnen, Nancy Zver.

The meeting was called to order at 7:00. Nancy Zver offered the opening prayer. Margaret Murphy was introduced as the new Parish Pastoral Council liaison to the BSJ.

Principal's Report

Nancy Zver reported that total student enrollment is 471 and that the numbers continue to be low in the 1st (34) and 2nd (38) grades. Mrs. Zver reported that Lion's Leap was a success despite the weather. Next year there will be a scheduled rain date for the event. Mrs. Zver reported that St. Benedict Technology Consortium continues to provide on-site technology support. The iPads have not yet been distributed to the 7th and 8th grade students. Mrs. Zver reported that only 20 of the iPads are Apple certified which has been creating problems in connecting the devices to the network. The iPads will not be rolled out to the students until she is 100% comfortable that they are functioning properly and at this point St. Ben's has no quick resolution to the problem. Mrs. Zver reported that Delaney Consulting will be providing professional development training to the faculty on 11/4. After the initial session, there will be targeted professional development opportunities with groups of the faculty. These trainings are being funded through Title IIA (Improving Teacher Quality) grants. Mrs. Zver reported that the student Tech Team has been broadcasting the morning announcements and they are developing an opportunity for parents to submit a greeting or message to the students.

Finance Committee Report

Kent Pflederer offered the finance committee report. In 2016, the school did slightly better than breakeven, covering costs by \$9,000 and \$180,000 better than budget (budgeted loss of \$172,000). This was driven primarily by four factors: (1) salaries and benefits for teachers and

staff were about \$90,000 lower than budgeted, (2) the school collected about \$75,000 more in tuition for the NEXT school year than it has done in the past. Because the school prepares accounts as cash comes in, this helps last year, but will hurt this school year; (3) the school generally had lower expenses than budgeted on facilities, utilities and other expenses, which more than offset about \$45,000 of tech expenses that were not budgeted, primarily for support; (4) the school's tuition collection significantly improved—the delinquency was around \$40K at the end of the year, in line with budget and much lower than the prior school year. Mr. Pfloderer reported that the finance committee was very appreciative of the work the office in collecting delinquencies.

The 2017 budget submitted projected \$90,000 of income. However, given that enrollment is at 20 students less than forecasted (470 v. 490), a review of the budget at this point appears that the school will again break even. Mr. Pfloderer reported that the Finance Committee will be reviewing the contributing parishioner discount.

Technology Committee Report

Mr. Bibbey reported that the budget framework for the 2016-17 school year calls for operating expenses of \$101K. The committee is exploring building an accrual for expected infrastructure spending over the next seven years. With expected expenses of \$10K due in 2019, 2021, and again in 2023, the school should begin to accrue \$5K annually so money is available for those repairs/upgrades when the time comes. Nancy Zver has agreed to an additional \$5K spend with St. Bens to cover iPad maintenance this year as needed, with 2-days a week on site. This fee is in addition to the \$22K that we have already agreed to spend with St. Bens for 2 days on-site support for all technology needs, and replaces a similar amount of spending previously allocated to MacHero. This will reduce the expected \$12k spend with MacHero for this year.

The planned purchase of 30 Chromebooks to replace the old Netbooks cart have not been ordered yet. These are intended to be a common resource that can be used by any class in the school. iPads have not been distributed to the 7th and 8th grade yet.

Mr. Bibbey reported that there is concern that the file server may be failing. The development office has voiced problems with files disappearing. The committee recalled that was a relatively recent purchase that was not of any concern last year. If replacement is necessary, the committee will research and recommend an appropriate cloud-based solution. One SmartBoard needs to be replaced in the current computer lab. The committee discussed whether or not the interactive functions of the SmartBoard were being utilized, and if this would provide a good opportunity to try something different in its place, either a lower cost projector or display, or new technology altogether.

Mr. Bibbey reported that Nancy Zver has asked the committee to research and recommend a plan to replace the existing library (and/or a possible combination of the library and computer lab) with a high-tech “maker space”. The idea is to create a space that can be used by any class to allow students to utilize technology in new and exciting ways. The space could include tools like 3D printers, Virtual Reality gear, Robotics equipment, computer building equipment, computer

programming instruction. The challenge is to plan a space that can be fun and interactive, as well as flexible and adaptable to different projects and new technologies.

Development Committee Report

Beth Linnen reported on the Lion's Leap results. To date, \$65,000 (65% of the budgeted goal of \$100,000 and 52% of the stretch goal of \$125,000) has been collected. Roughly 140 of a total of 310 have turned in their donation with 67 of those families doubling the minimum donation. A Dance Party celebration is planned for the kids in the gym on 10/21. The Black and Gold Pride is scheduled for March 11, 2017. Keith Jones of Sayre and Jones has been hired as the auctioneer, Gesture will provide the mobile bidding service and Two May Toz will provide the catering. The Annual Fund Campaign targeting alumni and former parents is in process with requests for donations being mailed in early November. The Sister Marie Imelda Society reception will be held on November 16 at the home of alumni parents Ed and Paula Goedert.

Marketing Committee Report

Tracy Wysocky offered the mission of the Marketing committee as: To implement a plan for marketing the school to the parish and the local community, and to assist in the recruitment of students to the school. The 2016-17 goals of the committee are: (1) Grow enrollment 6% or to full capacity of 510; (2) Get more parents involved in recruitment; and (3) Create a more robust PR campaign to garner more interest in our school. Mrs. Wysocky identified the primary objectives of the committee this year as: promoting the all school meeting in October; producing the school report card distributed at parent-teacher conferences in November; coordinating the all school open house in January; and issuing the parent survey in the spring. The strategies the committee will utilize to reach the 2016-17 goals include promoting pre-school and Early Childhood Center thru a Mom and Tot program in Early Childhood Center; creating a brochure highlighting our excellent educational program and promotes what Giles has that others don't: (Blue Ribbon, outdoor garden, Kids Klub, Apex gym games, Enrichment, etc.); developing a short speech promoting the strengths of St. Giles; promoting the school through advertising, Facebook, Parish; and identifying Parent Ambassadors that will organically recruit for St. Giles School, starting with new families enrolled.

Athletic Advisory Committee Report

Liz Moroney provided the AAC report. The fall soccer season is more than half-way completed. Mrs. Moroney reported that this year the AAC offered team clinics run by the OPRF Edge Director of Coaching, free of charge, to the soccer teams. There have been issues with attendance; squads and playing time. The AAC will be addressing the long standing issue of playing time. The Cross Country season has concluded. There were 23 runners who competed in 5 meets. Next year, the AAC plans to advertise earlier to increase registrations and have new uniforms and a team tent. The AAC hosted a basketball clinic, Otter Basketball Camp, run by Jason Otter from Michigan, a basketball trainer for over 20 years. 68 students attended. All feedback was positive. The multi-purpose lounge (Lauren's Lounge) is close to completion. The renovated space attached to the gym will be used by basketball and volleyball teams,

teachers' lounge for lunch and ST. Giles Family Mass on Sundays. The AAC is coordinating a fundraising event at Connolly's Pub on November 13th.

PTO Report

Kenna MacKinnon, PTO Co-President, reported that the PTO's website is operational. The plan is to work with Design Big Dreams to incorporate the stand-alone site into the full website by next school year. Progress is being made on the Outdoor Garden. Compost and soil has been delivered and the planters will be filled by the students and adult volunteers on 10/13. The plan continues to be to incorporate the outdoor classroom into the science curriculum. For Halloween this year, there will be the traditional school day parade followed by classroom parties and an evening dance in the gym for the 7th and 8th graders.

Additional Issues Discussed

State of the School Presentation

The State of the School assembly will be held on Monday, October 17 at 7 pm in McDonough Hall. Presentations will be offered by Fr. Carl, Nancy Zver, Chairs of the BSJ Committees and the PTO. A question and answer session will follow the presentations. Announcements for the event have been sent out via eNews.

Facilities Review Committee

The BSJ will form an ad-hoc school facilities review committee to assess repair and maintenance needs within the school buildings. This committee will work closely with the Parish Facilities Committee.

The meeting was adjourned at 8:20.