

February 23, 2015 St. Giles Board of Specified Jurisdiction Meeting

Present: Doug Aller, Ann Clements, Janet Coffey, Julie Harmon Bell, Mike MacKinnon, Rachel Rettberg, Barb Schulz, Chris Verni, Sue Poetzel, Beth Linnen

Absent: Beth Fegan, Liz Moroney, Scott Thies, Father Carl Morello

The meeting was called to order at 7:05 PM.

Old Business

Director of Development Beth Linnen reported on plans for this year's Black and Gold Gala. Money raised during the paddle raise will be used to underwrite technology needs, including upgrading the network infrastructure and adding more wireless access points. Mrs. Linnen also reviewed solicitation results from varied sources with BSJ members. Contributions for matching funds for the science lab have been strong. Accounting for the Development Office was briefly discussed, focusing on net and gross figures.

Regarding the budget for the 2015-16 school year, Mike MacKinnon reported that there will probably be a 3% increase in tuition, and a 2.5% increase in salaries. Registration for next school year now stands at 481.

Regarding strategic planning, necessary documents are being requested from OCS. A meeting of the committee is being planned for a Saturday in April. Julia Harmon Bell reported that the preschool SWOT study has been completed, analysis is in progress, and results will be shared with participants.

Improvements for Kids Club and the preschool in the Gleeson Building were noted, along with improvements to McDonough Hall.

New Business

Principal's Report

Sue Poetzel distributed the Principal's Report to BSJ members. Under the heading Catholic Identity, she reported that the theme for the Lenten season is Walking in the Light of Christ, and the school will once again participate in the Heifer Project. Eighth graders will be confirmed on March 7. Terra Nova tests will be administered to third through seventh graders the week of March 2. This is the final year that Terra Nova will be used, as OCS is evaluating other assessment tests. This year's eighth graders took the Aspire test.

Under the heading of Academic Excellence, St. Giles will be involved in research regarding blended learning, which is a combination of teacher taught lessons and computer/iPad lessons in the same content area. One classroom in each of the first, second, and third grades will be participating initially. The 8th grade play "Into the Woods" will be performed February 27, and 30 students in the after-school fine arts program will be performing in "Suessical" on March 6. St. Giles faculty has decided to formally adopt the Collins writing strategies program into the Language Arts curriculum.

Under the Vitality heading, enrollment as of February 23 stands at 481 students. The status of tuition collection was also reviewed.

Athletic Advisory Committee

Janet Coffey reported regarding the Athletics program. Her report included a financial update, fundraising proposals, and gym improvements with their proposed financing. Basketball status for the 5th, 6th, 7th, and 8th graders was noted, along with Ascension's inquiry about the possibility of a 4th grade team. Pack the Gym for boys is March 2, and a volleyball event for the girls is being considered.

Development

Julia Harmon Bell reviewed the Development Committee Report, which included the Black and Gold Pride Gala paddle raise to benefit technology infrastructure. She also reported that the Sister Marie Imelda reception was held at the rectory on February 8. Estimates for the new sound system in the gym have been obtained, and solicitation for matching donations for the new science lab has begun with a letter to all school families. A post-Lion's Leap assembly was held for the students during Catholic Schools Week.

Finance

Mike MacKinnon reported that the Parish Finance Committee did not meet this month. He reviewed the figures from the Budget vs. Actual report. He also discussed St. Giles' position in relation to the archdiocesan Parish Profile report. Suggestions for the Strategic Plan come from the archdiocese and OCS. The School Finance Committee plans to focus on these suggestions, as well as the contributing parishioner concept. Mr. MacKinnon also reported that Sports Trivia night, sponsored by the Men's Club, attracted more than 400 participants and raised \$15,000. Mr. MacKinnon also discussed plans for the sound system to be installed in the gym, the cost of which will be shared by the Men's Club, the PTO, CCW, and Family Mass.

Marketing

Ann Clements reviewed the Marketing Committee Report. A preschool open house held 12/9/14 was attended by 12 families, 6 of whom have registered. Follow-up calls are being made to the remaining families. A school-wide open house was held 1/25/15. Of the 23 families attending, 14 have registered. Follow-up calls are being made to families that have not yet registered. The Marketing Committee will be working with the Technology Committee on the design of the new website, with a May 2015 target date. The IT person to be hired will be in charge of the website. New banners are being ordered for the school, including one that will be a gift from the 8th grade. St. Giles School will be applying for Blue Ribbon status in the fall of 2015.

Technology

Chris Verni reviewed the Tech Committee report with BSJ members. The status of the tech budget was reviewed. Money raised from the Black and Gold Gala paddle raise is planned to be used for tech infrastructure and equipment replacement so next year's tech budget can be used to hire a staff IT manager.

In order to streamline tech operations, ALIS is being eliminated, and Mrs. Poetzel will be meeting with Computer Troubleshooters and Mac Hero as possible replacements. Mrs. Verni distributed the job description for the future IT manager. Mom Mail was suggested as a method for recruitment of candidates.

Surveys regarding the iPad initiative continue, and research continues regarding a possible move to a Bring Your Own Device model. Plans for the new school website were reviewed. The Tech Committee is helping to assemble the documents necessary for the Advanced Ed Self-Assessment. A presentation/meeting for parents is planned in the spring regarding managing technology at home. Monica Lechowicz is managing this event. The previously discussed Media Center is currently on hold while the Tech Committee focuses on infrastructure and the hiring of the IT manager.

The meeting was adjourned at 8:35 PM.

Respectfully submitted,

Kathy Capone

