

**March 6, 2007**

**St Edmund Parish School Board  
Meeting Minutes**

Board members in attendance: Randy Allori, Jack Egan, Enrique Lopez, Tracy Maney, Fr. John McGivern, Mary Prudence, Beth Purvis Bill Streit, Susan Viselli, Sr. Collette Mary White

Board member excused: Letty Diana

Community members in attendance: Marie Albrecht, Maria Allori

**X. Opening**

A. Call to order- 7:10 pm

B. Prayer – Enrique Lopez

C. There was a motion to approve the February 6, 2007, minutes; the motion was seconded and the minutes were approved unanimously.

**XI. Public Comments- none**

**XII. FSC Update, Maria Allori**

Raffle ticket total sales include 184 tickets from school families plus 38+ tickets from Father McGivern. Sales and participation on the part of school families increased significantly this year. Family Movie Night was successful with over 100 people attending. Judy LeDuc, speech pathologist, conducted seminars for all parents. SEPAA Sports and Movie Night is being planned. Easter Egg Hunt being held on March 31 for children from ages 1-10. A school service project, involving Heifer International, is being planned for this semester. Planning for the graduation dinner is in the preliminary phase.

**Old Business**

A. School Improvement Process (SIP)- Sr. Collette Mary White reported that the final report has not yet been received from the Office of Catholic Schools.

B. Action for Children Update- Jack Egan looked into the status of family accounts with this state agency. He contacted Sarah Fox at Action for Children who explained that they were waiting for the Archdiocese's federal tax ID number. Two out of the three families have been approved for retroactive reimbursement for part of daycare expenses. The exact amount is to be determined. The program was not intended to cover tuition so these families' accounts need to be brought up to date. Sister Collette Mary will call each of the 3 families to establish what their understanding is at this time and work with them to bring their accounts up to date. The school's basic policy is revised as follows: All families must pay tuition, fees, and daycare costs in full until financial aid funds from outside sources are received by the school, at which time their accounts will be credited.

C. Open House, February 22- Four families, with 6 children total, visited our school. Most said they planned to register their children.

D. Registration 2007-2008- A total of 31 students have registered to date; 6 of these are new students. The free registration drawing will be conducted this week. A referral form has been circulated to all families seeking the names of prospective families. This will be routed again in a revised format.

### **New Business**

A. PreK3- Susan Viselli. The school is formulating a plan for offering a full-day PreK3 program. Two families have promised to register.

B. Open Houses, Two are schedule in March, March 7, 1-4 & 6-8 & March 25, 10:30am-1pm  
C. Principal Search- Members of the Principal Search Committee will attend a seminar tomorrow evening, presented by the Office of Catholic Schools, at Mary Seat of Wisdom in Park Ridge.

### **Reports**

Chairperson- Susan Viselli. . Another promotional postcard was sent out to areas within Berwyn and Oak Park, announcing our upcoming Open Houses. Two grants were submitted to Community Bank, one for e-networking and another for playground equipment. We await the decision within the next week or so.

Pastor- Fr. John McGivern. The Elegant Evening event raised approximately \$70,000 with the possibility of moving closer to \$80,000. A great percentage of this will go to the school. Father thanked all board members for their participation. The parish is working on repairs to bring it into the best shape possible for the centennial year. April 21 is the alumni party which will be an important step in building a solid database for future fundraising. All current students are invited along with alumni.

Principal- Sr. Collette Mary White. Dr. Christine Kelly will wrap up the Curriculum Mapping workshop series for teachers soon. She is working on contracts and evaluations for teachers this month. Terra Nova tests finish this Friday. Results will be received in about 6 weeks.

### **Committee Reports**

1. Building, Operations and Safety- Bill Streit. None.
2. Finance- Jack Egan. A few families continue to have tuition in arrears. Sr Collette Mary will follow up with Mellodie McIntyre, school secretary, to determine if and why students from these families have not been suspended according to our policy. Fr. McGivern will call and/or meet with each family in delinquent status this week to resolve this. He requested that an updated report be submitted to him on Friday. Monthly statements need to be mailed to each family rather than placed in the Thursday folder.
3. Fundraising- Susan Viselli. None.
4. Marketing and Recruitment- Mary Prudence. See New Business.
5. School Improvement Process (SIP)- Once the final report is received from the Archdiocese, the SIP Team will reconvene to map out the plan for implementation.
6. Technology- Randy Allori. None.
7. Alumni outreach- Letty Diana. None.

8. Ad hoc committee reports- None  
Other comments- None  
Closing prayer- Enrique Lopez  
Adjournment- 8:25 pm