

**St. Edmund School Advisory Board  
April 1, 2008 Meeting  
Minutes**

**Board Members In Attendance:** Kerry Lynch, Father John McGivern, Terry Ozima, Mary Prudence, Tinki Robinson, Bill Streit, Susan Viselli

**Board Members Excused:** Randy Allori, Enrique Lopez, Tracy Maney, Beth Purvis

**Community Members present:** Marie Albrecht, Maria Allori, Kakie Conroy-Lovaas, Dan Kane

**I. Opening**

The meeting was called to order at 7:10 in Murphy Hall. The opening prayer was given by Mary Prudence. A motion was made to approve the minutes from the March 4, 2008 meeting. The motion was seconded and the minutes were approved by a unanimous voice vote.

**II. Public Comments-** none

**III. FSC Report- Marie Albrecht**

Marie Albrecht provided an overview of recent activities as well as future events for the Family School Connection. The school service project, The Heifer Project, concluded with net earnings of \$1,010 from school families—double the amount raised last year. A petting zoo was held to thank students for their efforts. The Easter Egg Hunt held in the gym was well attended. A Young Authors' workshop will be held at the school on April 4 for all interested students.

**IV. Alumni Outreach Update-**

Dan Kane provided an update of activities of the Alumni Committee. Volunteers have been assigned to follow up on recent mailings to alumni via phone calls. The purpose is to encourage contributions and support of the Elegant Evening fundraiser.

**V. Old Business**

- A. Open Houses- The next events will be held April 3 and May 15 from 7-9pm.
- B. 2008-09 Registration- 57 students are registered (34 current families) to date. A letter will be sent to current families giving them a registration deadline. It was suggested that follow-up phone calls be made to promote registrations.
- C. Dominican/Hephzibah and school holiday and summer program- Registration has already taken place for summer 2008 programs so it is unlikely that we would be able to set something up for this year. It was suggested that Fr. McGivern speak to someone at Hephzibah during summer 2008 about program possibilities for summer 2009.
- D. Satisfaction Survey- The board suggested revising the survey to include different questions. Mary Prudence and Susan Viselli will pull previous questions from the SIP parent survey and present them to the board at the next meeting.

**VI. New Business**

- A. Additional Open House dates- July TBD; August 3, 10:30am-1pm
- B. Tuition and Fees for 2008-09- Tuition and fees will increase slightly and a flat rate may be set for PreK. . Moving monthly payments to the 15<sup>th</sup> of the month was discussed. A

motion was made and seconded to make this change. This change was approved by unanimous voice vote.

C. Event for payment of fees- Tinki Robinson and Terry Ozima presented ideas for an after school ice cream social with a raffle incentive toward the end of the school year. A date was set for June 3. All fees will be due that day.

D. A Day in Our Village- This annual event is being held June 1, 11am-6pm, at Scoville Park. Volunteers to staff the booth will be required and a signup sheet will be circulated at the next meeting. Ideas were solicited for giveaways.

## **VII. Reports**

A. Chairperson- Susan Viselli encouraged all board members to support the Elegant Evening fundraiser.

B. Pastor- Fr. McGivern will attend Dr. Christine Kelly's memorial mass on Saturday. Dr. Kelly, our former Dominican University liaison, passed away recently. She was a wonderful person and a positive force in building our relationship with Dominican. She will be missed. The Wessies' scholarship has been awarded to several deserving students.

C. Principal- Kerry Lynch reported that several families have tuition in arrears and are working with her on payment plans. Report cards will go out this week. Resumes are being reviewed for the PreK3 teaching position.

D. Committee Chairs

1. Building, Operations and Safety- Pleasant Street door weather stripping continues to be addressed.
2. Finance- None.
3. Fundraising- None.
4. Marketing and Recruitment- None.
5. Technology- None.
6. Alumni outreach- see above
7. Ad hoc committee reports- Welcoming Committee. None.

**VIII. Other comments-** none

**IX. Closing prayer-** Mary Prudence

**X. Adjournment-** 8:40pm

Respectfully submitted by Mary Prudence on April 30, 2008