

**St. Stanislaus School Advisory Board**  
**Meeting Minutes**  
**April 12, 2018**

Meeting was called to order at 6:30 p.m., and opened with prayer led by Fr. Medina.

**Roll of Members** - Members present:, Mrs. Nancy Heberlie – Principal, Todd Doerhoff – President, Jenna Korsmeyer, Jennifer Hood, Theresa Shell, Carla Klebba, Fr. Ignazio Medina – Pastor, and Amy Steinman  
Members Absent: Jody Berendzen

The March meeting minutes were presented. Motion made by Jenna Korsmeyer and seconded by Theresa Shell to approve the minutes as presented. Motion carried.

**Principal's Report (written report provided by Mrs. Heberlie):**

- Enrollment:
  - Total enrollment 196 (Early Childhood 19; Grades K-8 177). No change to enrollment.
  - A breakdown of the 2018-2019 school year enrollment vs the current year was reviewed.
- Personnel
  - Teacher Contracts are due back in the office by April 16.
  - One teacher has turned in her resignation and applications are being sought.
  - One teacher is being moved to a part-time position of teacher.
  - The school secretary will be employed part-time next year (a.m.); a part-time teacher will cover the other portion of the secretarial position (p.m.)
- Finances:
  - Balances of School, Athletic Committee, Technology, Home and School, and Lunch accounts were presented.
- Consultation Item:
  - Early Childhood enrollment is now at 14. This generates only enough income for a part-time Teacher Assistant. (See attached report).
  - Two families have expressed serious interest in enrolling their children in our program, but the age requirement is not met. Both children have birthdays in October. Accepting these two would generate the income needed for a full-time assistance.

A motion by Todd Doerhoff and seconded by Jenna Korsmeyer to extend enrollment to children with birthdays through October 31, 2018. Motion carries with one opposition.

**Five Year Plan:** A five-year plan was drafted based off the recommendations given and reviewed. Some action have already been completed on the plan. Each year the board will continue to review the plan and complete all the actions.

**Committee Assignment:** the following committee reports were given by a school board member(s).

- Athletic: Amy Steinman
  - Archery will be going to the Nationals Tournament on May 12<sup>th</sup> in Louisville, KY.

- It was recommended that the school have a **mandatory meeting** for all parents who participate in sports before next season. It is important to communicate that help is needed to run the home games and that each parent make some commitment to the sports program.
- Lunch: Carla Klebba
  - No report
- Technology: Jenna Korsmeyer
  - No report
- School Store: Todd Doerhoff
  - A motion by Jennifer Hood and seconded by Carla Klebba to have a onetime allocation from the Scrip program profits, not to be repaid, for the startup of the School Store. All other allocation for the Scrip program profits will remain the same. Motion carries.
  - The Board has commissioned the Home and School Association to create a **“School Store”** which would include; a stock of new logo shirts from Land’s End, resale of good used items; spirit wear; and promotional items such as stickers, yard signs, etc. Home and School has enthusiastically embraced this idea. The search for a “home” for the store is being reviewed. Many of the details are being worked out, but hopefully the store will be up and running sometime this summer.
- Home and School: Todd Doerhoff
  - Pickup of the cinnamon roll fundraiser is Saturday, April 14<sup>th</sup>.

#### **Previous/Old Business:**

- Early Childhood Program:
  - The School Board has created an **Early Childhood Committee**, which will function somewhat like a board for the policy and management of the Early Childhood Program. Board members are: Sara Weeks, Crystal Miller, Jodi Berendzen, and Allison Boggs. Jodi Berendzen, who also serves on the school board, will be the liaison between the two entities. A report is due to the Board each October outlining a proposal for the next school year operation plans.
- Election of Officers:
  - By acclamation, Jenna Korsmeyer is the new school board president for the 2018-2019 school year. The vice-president and secretary will be elected at the August meeting, when the new members begin their term.
- New Board Members:
  - Brent Haas and Carl Sweezer have volunteered to fill the positions currently held by Jennifer Hood and Amy Steinman as their term has expired.
  - St. Margarts Church, Osage Bend Representative: Shannon Cassmeyer has volunteered to fill the position currently held by Carla Klebba as her term has expired.

#### **New Business:**

- Thank You: Many thanks to our outgoing board members.

No May meeting unless needed – proposed next School Board meeting is Thursday, August 9, 2018 at 6:30 pm.

A motion was made and seconded to adjourn the meeting. Fr. Medina led the closing prayer. The meeting was adjourned at 7:42p.m.

Respectfully submitted by Amy Steinman, Secretary