

St. Mark School Board of Directors

Minutes

October 14, 2013, 5:00 – 7:00

Meeting called by K.J. Peters

Father Michael Rocha, (absent) Mary Ann McQueen, K. J. Peters, Michelle Vagnati, Reshima Wilkinson, Steve Wallace, Jim Riley, Jon Spica, Patrick Frontiera, Tami Pardee, Tim or Nadine Adrian, Bridget Rohmer, Ray Zarro, Jennifer Agens, Mauricio Silva, Una Fox, Andrew Jackson, Maria Donaldson

Attendees:

Minutes of 10/14

5:00 – 5:15

Call to Order -- K.J.

Reflective reading – Ms. McQueen reflected on the Importance of being a leader

Approval of 9/9 Minutes Motion to Approve - Request for a paragraph to be removed, Motion to approve Minutes - Minutes Approved

Visitor's comments – No visitors - A reminder that 20 minutes is available at each meeting for parent visitors to come with questions, concerns or recommendations.

5:15 – 5:30

Principal's report – Ms. McQueen – a peak moment in the first weeks of school, was the first School Tour and the amount of parents that visited St. Mark. A perfect start to a great year. 20+ Families visiting. The faculty meeting last Friday, everyone is working on a joint collaboration on how to share technology among many other things including accreditation. School is gearing up for Halloween and other fall activities.

Announcements –

Three Primary Initiatives – Finances, Enrollment, Fundraising – Principal deferred the rest of the time allocated to Finance Committee Reports.

5:30 – 6:00

Committee reports –

Jim and Jon (Finance / Policy Committee)

Financial Models / projections Jim & Jon had a meeting with the Principal and looked the balance sheet, and ideas on how to bridge a gap between income from tuition and the costs of operating the school.

Bridgette (Development/ Marketing Committee) Bridget, met with Steve, Michele, Hendon and Jennifer and it was suggested that marketing needs to focus on "On Line Marketing", Great Schools, etc. Meeting to be arranged with the Principal to set goals.

SCRIP/Marketplace plan – We have had an increase, however still only around 30% of the parents signed up.

Patrick (IT Committee) Patrick – Meeting Thursday

Ray Zarro (Facilities Committee) Ray – Mural – present to Father Michael - kiosk possibilities on the wall, develop a plan and approach to Father Michael. Infirmary has been set up.

6:00 – 6:15

PAC report – Tim or Nadine and Jennifer Nadine – Deferred to Jennifer - 2 things working on, PAC meeting Monday, 75 family members, Jennifer will send out a list to Room Parents confirming PAC and Non-PAC Events, another e mail to go through room parents on dues to try to gain more membership. Reshima working on the PAC Charter. PAC Next event is Grandparents Day; Grandma Ginger is spearheading this event. The Grandparents Day Committee is working on a Theme. Comments to make it a Grandparent and Special Friend Day, instead of just a Grandparent Day.

6:15 – 6:45

Auction Report – Mary Ann – Una Fox

Meeting tomorrow – Committee members working on different projects, auction web site etc., exploring other vendors to operate the auction web site, committee members reaching out to sponsors for wine and food. Auction Committee will be looking to do a kick off launch, invite parents for a wine and cheese kick off.

Team Composition

Proposed dates – April 5th

Location

Scholarship fund (previous Auction receipts) processing, location

6:45 – 7:00

New Business Questions about committee rosters, should they be on the web, do we want to put tenure on there, yes, motion approved, 5pm can be a difficult start time, would a 5.30 start be better? Yes, 5.30 meeting start time is better for all. Next meeting November 4th,

Bridget, handed out a copy of a NY Times article, also a Mission Statement and Board Member Commitment, formalize for next month, Bridget, Father Daughter Dance, community building, can it be done again, PAC Event, PAC to look into it. Need more community building events, maybe we need to do more home events, movie night at a class parent's home. Una runs a kids tech program at Google on the weekend, is St. Mark interested in hosting it?

Motion to adjourn
