

# Minutes

## St. Mark School Board of Directors

March 10, 2014, 5:30 – 7:30

Meeting called by K.J. Peters

Father Michael Rocha, Mary Ann McQueen, Michelle Vagnati, Reshima Wilkinson, Steve Wallace, Jon Spica, Nadine Adrian, Bridget Rohmer, Ray Zarro, Jennifer Agens, Myriam & Mauricio Silva.

**Attendees:**

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**5:30 – 5:45**

**Call to Order** -- Michelle Vagnati Chaired the Meeting

Prayer from Father Michael

Visitor's comments – **No visitors**

Approval of Minutes from Feb meeting (TBD) **Minutes Approved as noted**

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**5:45-6:00**

**Auction Report** – Una – The event is Sold Out – 240 tickets sold, a number of sponsors, still need many more. Only a Small percentage of families have contributed, e mail notice reminders need to be posted. We need more live auction items. On Line Auction opens for Pre Bidding March 26<sup>th</sup>. More volunteers required for various tasks on the day. Registration tables etc.

Auction Funds raised to be used for and not limited to - Faculty Development, (computers for teachers - \$20K, Math Unlimited Application – Scholarships, Notice Boards, Recharging Station in the classrooms that do not have carts.

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**6:00 – 6:30**

**Principal's report** – Mary Ann

Discussion regarding revisions to the mission, vision & philosophy statements needed for accreditation and for long range planning – Applied for E Rate to increase band Width and make everything run faster. There is an Enrollment wait list for Kinder and TK, both classes are currently full, confirmed 5 new 6<sup>th</sup> Grade, several other grades. Re Enrollment forms coming in slow. Last week the Principal and Bridget attended Max LA Event. It covered Grant Writing among other things. We have a proposal to co sponsor professional development grant, it's to develop a service learning program on research and development across the grades. We are sold out of Raffle tickets, parents still asking for more. 8<sup>th</sup> Graders are going to be well placed with local high schools. Faculty have been working on Mission Statements, Vision, Philosophy, they are all going through final review and will be completed soon. Question from the Board, Are we open to having a Theater Program, "yes" we would welcome the opportunity to consider it. There is the possibility of a PAC Member available to offer this program.

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**6:30 – 6:45**

**Board Elections** – Michelle – 2 vacant seats, need to be posted. Candidates will then have 3 weeks to send letter of intent to the Board up to March 26<sup>th</sup>. Next Step, finalize Communication and job description. PAC will follow the Board Elections with their applications and intent. Once the Board positions are in place.

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**6:45 – 7:15**

**Committee reports –**

Jim and Jon (Finance / Policy Committee)

Financial Models / projections – No meeting in the last month

Bridget (Development/ Marketing Committee)

Attended MAX LA Meeting last week, lots of internal housekeeping re logos etc, Grant writing will require some focus, there are 3 Webinars coming up, that we will be focused on, our PR Person Heidi Mylo is currently focused on the Auction PR right now. Need to build our Alumni with a database, we need to put that in place.

SCRIP/Marketplace plan – **not discussed**

Patrick (IT Committee) – not available

Ray Zarro (Facilities Committee) – Report from Ray given by Mauricio as Ray was unable to attend – mural update – 180 ideas were submitted by the children for the mural, they are working on a short list of ideas, hopefully ready for the next Board Meeting. There was a plumbing and electrical assessment of the school completed within the last few weeks by Ray, the Principal and Professional Contractors.

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**7:15 – 7:30**

**PAC report** – Tim or Nadine and Jennifer - Finalized the Bylaws and PAC Charter, There will be an Executive Committee and Committee Chairs for each of the Committee's regarding the events throughout the year. Jennifer will run for PAC President. Mauricio stressed concerns regarding the PAC Positions verses Board Positions and the potential loss of good leaders.

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**7:30 – 7:45**

**New Business – if needed**

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