

# AGENDA

## St. Mark School Board of Directors

November 18, 2013, 5:30 – 7:30

Meeting called by K.J. Peters

Father Michael Rocha, Mary Ann McQueen, K. J. Peters, Michelle Vagnati, Reshima Wilkinson, Steve Wallace, Jim Riley, **Jon Spica**, **Patrick Frontiera**, **Tami Pardee**, Irene Craig, Tim or Nadine Adrian, Bridget Rohmer, Ray Zarro, Jennifer Agens, Myriam or Mauricio Silva, **Una or Ian Fox**, Andrew Jackson - **Names in Red were absent from the meeting**

**Attendees:**

**Please read:** Minutes of 9/9

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**5:30 – 5:40**

**Call to Order** -- K.J.

Library

Reflective reading – Mary Ann – [A paragraph from a book the Principal is currently reading – “Blessings for Leaders”.](#)

Approval of 10/14 Minutes [Motion to approve – Approval with some slight changes](#)

Visitor’s comments [20 minutes are set aside at meetings for parents to come and speak about ideas, comments or concerns.](#)

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**5:40 – 6:00**

**Principal’s report** – Mary Ann

Announcements – Fundraising, enrollment - [Update on annual fund, pledges coming in steady, little over \\$30K, some teachers have also pledged and almost 100% of Board members have pledged. Further outreach requested. SMS is reaching out to parents with information on a regular basis regarding charitable events we are taking part in. New Admissions is very encouraging, 14 applicants on file for next year, and interest across the grades. Looking forward to meeting the goal of 240 students for next year. Wide range of questions from prospective parents and we are able to meet close to 100% of prospective parents requirements of SMS. We need to encourage parents to use LA Great Schools web site to put a review.](#)

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**6:00 – 6:40**

**Committee reports** –

Jim and Jon (Finance / Policy Committee) [Jim – Focus Calls – We need the list and follow up calls will be made this week. It was suggested that we use Facebook as an outreach vehicle for requesting Pledges.](#)

[Steve -- School Uniform Supplier - better contract? Is it possible to discuss with the current supplier reimbursement across the board for purchases made by SMS Parents on line, at the store and through the school.](#)

[Unpaid Tuition - Possible Collection Plan – School Tuition payments are up to date.](#)

[Bridgette \(Development/ Marketing Committee\) Committee will focus on the on line marketing opportunities. It was suggested we do more press; contact can be made at the Argonaut, it was suggested that we list at the open house the charitable events that SMA have committed to over that year. Marketing committee to consider ideas for marketing to the various forms of local press, Father Michael stated it was OK to market the school to the press as part of the Parish Patrick \(IT Committee\) Unable to be attending the meeting, Relevant content of the existing technology plan will be integrated with other planning material into a format that](#)

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will enable St. Mark School to qualify for E-Rate, which is a program that would allow SMS to qualify for discounts related to internet connectivity and other infrastructure. The average ALA school receives about \$7000 per year in E-Rate funds. Every classroom is now equipped with and uses on a regular basis an interactive white board, LCD projector and document camera, or and HDTV with a streaming device (AppleTV or Google Chromecast). thanks Ray for the TV's

Una – Kids tech program – Una was not at the meeting

Ray (Facilities Committee) Committee met with Principal, many project are to be considered at the facility. Mauricio indicated that there was a list they were compiling to prioritize the projects and work with the Principal; they are considering getting the contractor to give quotes on the different projects. PAC had a presentation this morning on Greening and how to Green certain areas of the school to assist with drainage. Committee to touch base with the presenter.

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**6:40 – 6:50**      **PAC report** – Tim or Nadine and Jennifer Working with all the committees on the Grand Parents and Special Friends Mass, still need to collect all the addresses to send out invitations, 88 out of 153 families have paid PAC Membership. Teachers Appreciation day is Feb 7<sup>th</sup>, Irene Craig will Chair this, PAC Charter has been drafted by Reshima, PAC will also be taking care of the open house. Irene asked if parents could get 2 service hours when they pay their PAC Membership. Father Daughter Dance has again been requested; however we need volunteers to be able to make it a successful event. We have a parent looking into the possibility; however having volunteers come forward to organize and execute will be the only way this will happen successfully.

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**6:50 – 7:00**      **Auction Report** – Una - The date is April 5<sup>th</sup>, KJ will e mail the presentation from UNA to Board Members for review – Auction Committee will meet on Wednesday. Una wants marketing to assist with the kick off launch – Michelle to coordinate and arrange a meeting

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**7:00 – 7:10**      **PAC Proposal** – Jon - Jon is not here

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**7:10 – 7:30**      **New Business** **Next Meeting December 9,**

Motion to adjourn

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