



SAINT GABRIEL SCHOOL

ST. GABRIEL SCHOOL BOARD MEETING MINUTES

MAY 3, 2010 6:00 PM

Present: Fr. R. Neumann, Mrs. P. Martin, Barbara Peyton, David Beaupre, KC Burns, Scott Mueller, Laurie Deneen, Leda Monticello

Absent: Kim Smith, Kate Spector

1. Opening Prayer – Fr. R. Neumann

2. Review of Minutes

- KC Burns moved to accept the March minutes, which motion was seconded by Scot Mueller. The March minutes were accepted as presented.

3. Pastor's Report

- Although the monthly intake has decreased a couple of times, even with fewer people in church this past weekend, \$7,000 was collected. If collections do not remain consistent, Father will mention it at Mass.

4. Principal's Report & Budget Review

- Accreditation-The Accreditation Committee visited the School March 21-24. We had rated ourselves a "2" on all standards, and the Committee gave us all "2s" and upgraded us to two "1s," which is the highest rating (for Mission and Program) on the standards.
- The Accreditation Committee will convene in June and finalize its report.
- Grandparents' Day was a success and earned the School \$500 on the cake raffle.
- May Crowning is Wednesday, May 5th.
- IOWA scores will be sent home soon. Patty will publish comparisons by grade.
- Book Fair is next week.
- Budget-we just received the check from last year's golf tournament in the amount of \$10,500.
- Enrollment for 2010-2011: 16 acceptance letters for kindergarten were sent out, and we will actively seek out more students for that class. There are 25 students in 1st grade; 27 in 2nd grade; 23 in 3rd grade; 26 in 4th grade; 20 in 5th grade (2 acceptance letters were sent out); 21 in 6th grade (8 students are leaving and 3 new students are coming); 17 in 7th (1 student is leaving); and 20 in 8th.
- The School may run ads in either the Windsor Journal or the Journal Inquirer in an effort to increase next year's enrollment. Additionally, it will run a Win TV ad, advertize on the Chamber of Commerce website and put notices in all Church bulletins.
- Shad Derby-The Scouts are marching in the parade and will carry our School banner. We will also have a booth where we will be handing out School brochures.

5. Committee Reports

Financial Planning

- The Committee will meet again in June and will be reviewing the budget month by month.
- The Committee is meeting with institutions in an effort to invest the Priori restricted scholarship money (approximately \$340,000) in an account. It is looking into a PACT account with Bank of America (which is a pooled account) which has no penalties for withdrawals or limits on the number of times we can access or reallocate the funds. The portfolio manager will constantly rebalance the funds.
- Another interview will take place May 4th with a candidate for Betty Caruso's position.



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Enrollment

- A display was set up in a case at the Windsor Public Library for the month of April in an effort to raise awareness of the School.
- Brochures were placed at several local businesses, including Dr. Robert Gange's orthodontic office, Jordan & Young's dentist office, Holistic Health Partnering, All Stars Gymnastic Academy, Ashley's Distinctive Jewelry and First Church Early Learning Center.
- We will have to wait and see what effect the change to full-day kindergarten will have on the School for the 2011-2012 school year.

Physical Plant and Facilities

- The Committee is still gathering estimates for various School projects and will prioritize them based on safety and need: doors, chimneys, foyers, windows under gym. There are no available funds for these projects until the next fiscal year

School Advancement

- We have applied for the HOPES grant and should hear in May.
- The Hoffman Foundation application was accepted, and the committee has received the materials regarding a request for funding in the amount of \$15,000 to replace another set of cafeteria doors with associated security locks and to glaze the windows in the School building and gym stairwell. The Foundation previously funded our replacement of two sets of cafeteria doors and associated locks in 2008. Final application material will be sent to the Foundation by June 1st in order to be considered at its September/October, 2010, meeting.
- The HOPES Grant application was made to the Office of Catholic Schools in March, 2010. We are requesting funding of \$13,200 to demolish two unused chimneys which are in disrepair (cost-\$5,200). In addition, the main heater chimney has no liner and the other two furnace chimneys have ceramic liners: one in poor condition and the other in good condition. The total cost to install the liner on the main chimney and replace the ceramic liner that is in poor condition is \$6,000. The contractor has agreed to replace the remaining ceramic liner at a discounted price of \$2,000.
- Bank of America (with whom we may invest our Priori funds) has offered to assist us by getting us a list of grants for which we'd be eligible. The next meeting will be held on March 5th at which time the Committee will develop the HOPES grant inquiry project plan.

6. Old Business-None

7. New Business

- Leda is pursuing a lead at Webster Bank whereby we would be allowed to display a jar in its lobby requesting donations for specific School needs which will be noted on the jar.
- Webster Bank can also set up a foundation for us that can be used to collect any donations (even anonymous) that can be used for School purposes.
- Barb Peyton will approach Stan Gryskiewicz as a replacement for her Board position.
- Our next meeting will be held on Monday, August 30th at 6:00pm

8. Closing Prayer-Fr. Neumann

9. Adjournment-7:00pm

Respectfully Submitted on Behalf of the Board

By Laurie Deneen