Approved
Marshalltown Area Catholic School
Minutes July 16, 2009
St. Henry’s

Present: Linda Jacobs, Shannon Naughton, Fr. Don Czapla, Jim Miller, Michelle Roseburrough, Wendy Soltero, and Julie Swartz
Excused Not Present: Jenny Fisher

Executive Officer: Jim Wessling
Guests: None
Opening Prayer Fr. Don Czapla lead prayer.
Approval of Agenda: Consensus as amended.
Approval of Minutes: Consensus as amended.

The meeting was called to order at 7:02pm by Michelle Roseburrough

Approval of Report of Operations:
  b. MACS closed the year at 95% of total budgeted income for the 2008-2009 school year, and 98% of total budgeted expense.

Comments from Public: None

Reports:
Principal:
  a. Reviewed report.
  b. The interview process will begin on Monday for the Early Childhood position.
  c. Registration for the 2009-2010 school year will be August 6th, from 10am-6pm in St. Henry’s Attendance Center. The make-up date will be August 13th, from 11am-3pm at St. Mary’s Attendance Center.
  d. St. Mary’s Council of Catholic Women generously donated $500 to be applied toward MACS tuition assistance.

Home and School: No report.

Finance Committee: Last month there was a question regarding membership on the finance committee. After speaking with Jeff Henderson of the Archdiocese and reviewing board policies, Michelle Roseburrough explained that an employee of the school should not be on the committee, and the board president assigns committee members (no approval is needed). Persons not on the BOE may also be a member of this committee. The new meeting time for the finance committee will be the second Thursday of each month, at 5:15pm in the St. Mary’s
Attendance Center Office. The finance committee received 8 tuition assistance applications for the '09-'10 school year. The committee recommended funding Family 6 at $800, Family 10 at $150, Family 11 at $75, Family 12 at $900, Family 19 at $430, Family 24 at $600, and Family 30 at $230. Family 13 did not meet criteria. At the recommendation of the finance committee, Julie Swartz motioned to approve tuition assistance for seven families totaling $3,185. Seconded by Fr. Don Czapla. Consensus.

Promotions Committee: No report.

School Improvement Advisory Committee (SIAC): No report.

Board Gram: No July Board Gram.

Input from local boards: St. Henry’s – Vacation Bible School will be July 27th-31st. St. Mary’s – No report.

Unfinished Business: None

New Business:

Fundraising: The board discussed the importance of keeping Harvest Ball, FunFest, and the teacher’s fundraiser on track and continuing to grow these major fundraisers. There is a master donation list for Harvest Ball and FunFest which will need to be used by each committee chair and passed to the following chair each year. SCRIP was also discussed. The promotion committee will be looking at new ways to promote this.

Committee Appointments: The BOE committee assignments are as follows:
- Finance: Julie Swartz and Shannon Naughton
- SIAC: Shannon Naughton
- Promotion: Linda Jacobs and Wendy Soltero
- St. Henry’s Religious BOE: Jenny Fisher
- St. Mary’s Religious BOE: Wendy Soltero
- Home and School Liaison: Jenny Fisher

Parent/Guardian-Student Handbook: The BOE members reviewed the handbook, which is compiled from a list of policies from the Archdiocese and then a list of policies from the school by the principal. Julie Swartz motioned to approve the 2009-2010 Parent/Guardian-Student Handbook. Seconded by Shannon Naughton. Consensus. Wendy Soltero will be exploring the possibility of having the handbook be available in Spanish.

Executive Session: Motioned into executive session at 7:52pm by Fr. Don Czapla. Seconded by Julie Swartz. Motion to leave executive session at 7:56pm by Shannon Naughton. Seconded by Julie Swartz. No action taken.

Meeting ended at 8:00pm.

Next regular meeting is August 27, 2009 at St. Henry’s.
Respectfully submitted by Debbie Harris