

ST. DOMINIC CATHOLIC SCHOOL

4160 Burma Road ♦ Mobile, AL ♦ 36693

SCHOOL ADVISORY BOARD MINUTES

November 17, 2011 ♦ 6:00 pm

Art Room

- I. **Call to Order** – *Leanne Oberkirch*
- II. **Opening Prayer** – *Elaine Dorgan*
- III. **Recommended Items**
 - A. Routine Matters
 1. Roll Call
 - a. Present: Leanne Oberkirch, Stephanie Greenwood, Elaine Dorgan, Annette Hites, Traci Jones, Michele Grimes, Father Jim Cink, Linda Mathias, Stella Grant, Jennifer Lami, Phil Proctor, Tanya Dunwell, Father Fred Boni
 - b. Absent: Melanie Fromdahl (excused), Bob Histing (excused), Mike Ryan (excused), Eddie Tolbert
 2. Approve October 2011 minutes
Motion to approve minutes: Elaine Dorgan
2nd: Annette Hites and all approved
 - B. Old Business
 1. Vote on recommended policy change for registration process – *Leanne Oberkirch*
 - a. Registration fee payable in installments with 25% due at registration and the balance paid by March 1st
 - b. Include a detailed cover letter explaining the importance of the registration process in school planning
Motion to approve above policy as recommended: Tanya Dunwell
2nd: Stephanie Greenwood and all approved
 - C. New Business
 1. Linda Mathias discussed the idea of adding an optional PTO membership fee to the July fee schedule.
 - a. Traci Jones offered background information as to why this change would benefit the PTO and school (streamlining book drop, directory process).
 - b. The Board recommended adding the school planner fee to the workbook/book fee schedule instead of having parents purchase them individually at Book Drop.

- c. Linda Mathias will speak to the Booster Club about including an order form for PE and outerwear items in the July fee schedule packet.
 - d. The Board will vote on this recommendation at the December meeting.
2. Leanne Oberkirch presented three proposals from the Finance Committee for salaries and tuition for the 2012-2013 year.
 - a. Finance Committee recommends Proposal #2
 - b. The Board recommends clear, written communication about the tuition and fee changes.
 Motion to move forward with a vote on Proposal #2 at the December meeting: Stephanie Greenwood
 2nd: Elaine Dorgan and all approved
3. Elaine Dorgan presented the Constitution Committee's proposal for changes to the Constitution.
 - a. The main updates involve changing "elected" to nominated/appointed in the member selection process.
 Motion to vote on recommended changes as presented by the Constitution Committee: Leanne Oberkirch
 2nd: Annette Hites and all approved

IV. Reports

- A. Reports from staff
 1. Principal – written report
 2. Pastor
 3. Development – written report
 4. Facilities – written report
- B. Reports from Committees
 1. Strategic Planning – verbal report
 Stephanie Greenwood informed the Board that the faculty and staff will be working with the school mission statement.
 2. PTO/Parent Involvement
 3. Uniform Committee – meets on 11.21.11
 4. Discipline – written report
 5. Monthly Finance Statement – not available, will be included in the January Board packet

V. Future Business

- A. Vote on recommended salaries and tuition for 2012-2013 school year.
- B. Vote on recommended Constitution changes.
- C. Determine nominations for 2012-2013 School Advisory Board members.
- D. December meeting will be short, and the Board will have a Christmas social afterward. Leanne Oberkirch will be in touch to organize this effort.

VI. Closing Prayer – Stella Grant

VII. Adjournment – Leanne Oberkirch

Future Meetings: *(Any items to be considered for the agenda must be submitted prior to the Executive Board meeting for that month.)*

REGULAR (Meeting Rooms 1&2; 6:00 pm)

**December 8, 2011

January 19, 2012

February 16, 2012

March 15, 2012

April 19, 2012

EXECUTIVE (School Office; 8:00 am)

none

January 3, 2012

January 31, 2012

February 28, 2012

April 3, 2012

** This is the 2nd Tuesday of the month.