



***St. Thomas More Catholic School's mission is to provide an education for each child in a God-centered environment***

**STM Catholic School Advisory Board Minutes  
Tuesday May 31, 2016  
7:10-7:55 P.M.  
Home of Fr. Scott McCue**

**In Attendance:**

Dr. Michael Ashton	Katie Hickey	Patti Wagner
Nancy Barkan	Carlos Lima	David Rankin
Dr. Brad Hammill	Greg Lissy	Dr. Maihan Vu
Dr. Kateri Carver-Akers	Fr. Scott McCue	

**Visitors:**

Dan Bruxvoort	Mike Throm	Kathleen Weeks
Juan Ramirez	Evelyn Ramirez	

**Not in Attendance:**

Dr. Pamela Fitzpatrick (via phone for introductions)	Jim Layne	Kathy Sullivan
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**Opening Prayer** – Fr. Scott McCue

The current/incoming/outgoing SAB were introduced.

**Minutes** – Minutes were approved pending amendments to draft.

**Actionable Items** – No actionable items were carried over from last meeting.

**Reporting Out**

**Annual Review Committee (ARC)** – Dr. Fitzpatrick will continue the work started this year with Dr. Ashton and Fr. Scott on staff surveys and will conduct parent exit interviews. Dr. Fitzpatrick will remain chair of ARC and will also be SAB Vice-Chair.

**Finance** – Greg Lissy – The 2015-16 finances are in good condition given the 20 student enrollment shortfall that was in place for the budget. Expenses were well managed and any overage will come out of the contingency savings account. Greg Lissy, Dr. Ashton and Nancy Barkan will work together to formulate a Key

Performance Indicator (KPI) Dashboard that provides a little more information aside from than the budget (test scores, enrollment gaps, student teacher ratio, etc.) This will be an internal document. There will be another document for marketing purposes.

**Enrollment Management Committee (EMT)** – Dr. Ashton - The key points to study next year will be the development of word of mouth marketing, continue to improve the content of the tours, Kateri Carver-Akers working with the office to do a survey of parishioners about why STM parish children are not attending STM, and extending Pre-K to a full day program. Fr. Scott asked for a specific initiative to promote Kindergarten. This is the first time in 7 years that 2/3 of the Pre-K has not continued on to KA/KB.

**Home School Association (HSA)** – Brad Hammill – It was a strong year for the HSA. Great participation from families and the auction/fundraising were very successful.

**Alumni Committee** – Dr. Ashton – The entire committee will need to be re-staffed for next year. Dr. Vu asked if Dr. Ashton might consider changing the committee to an ad hoc committee. The bulk of the alumni is currently in college and do not have the income to expect to receive and offer donations to the school.

**Principal's Report** – Dr. Ashton thanks each of the departing board members for their years of service. He then welcomed the new board members to the group.

This was a turning point year for the school with multiple changes. He has overseen issues including the 2011-2015 improvement plan, collaboration between teachers and support staff, tuition increases, changes in the middle school composition, leadership, and school climate studies, data metrics and analysis, alumni activity efforts, and increasing Hispanic enrollment. There was an exhaustive and thorough analysis done this year through surveys and AdvancEd, all with the goal to improve the school. He ended with the following thought, "What is the board going to do to "shoot for that mission"?"

## **New Business**

Dr. Vu and David Rankin thanked the group for their time and service to the SAB, including those who were unable to attend the meeting.

A SAB meeting is tentatively scheduled for June 29<sup>th</sup> for new board member transition. Dr. Ashton will send out a Doodle to assess availability.

The meeting was adjourned at 7:55 P.M.

Minutes recorded by Katie Hickey