



**BOARD MEETING MINUTES  
STELLA MARIS ACADEMY  
January 3, 2019  
St. John's Campus**

**Present:** Bob Lisi (Chair), Karen Newstrom, Sharon Mollerus, Paul Fitzgerald, Laura Schauer, Fr. Drew Braun, Fr. Peter Muhich, Fr. Jim Bissonette, Cynthia Zook, Director of Schools, *ex officio*, Hilaire Hauer, President, *ex officio*

**Excused:** Sister Edith Bogue, Steve Olson, Fr. Ryan Moravitz, Barry Bigelow, Fr. Richard Kunst

**Guests:** Peggy Frederickson, Jesse Murray, Julianne Blazevic, Mike Mazzio, Eric Lassila

**Opening Prayer:** The meeting convened at 3:05 with a prayer.

**Agenda approved**

**Mission Moments:**

- A community member expressed appreciation of the school after the outstanding SMA Christmas concert which was held in collaboration with three parish choirs.
- A local businessman donated \$500 to SMA unsolicited.
- The funeral of Marie McCarthy, former principal of St. John's School, was well attended by Catholic school staff yesterday.
- The students at all three campuses started off the new year with Mass on their return yesterday. At the St. John's campus, the band and fifth graders provided music. Marie McCarthy was also an intention in the Prayers of the Faithful at that Mass.

**Public Comment:** None.

**Approval of Minutes from December 6, 2018 Board Meeting moved and seconded. Carried.**

**2019-2020 Tuition Policy**

The board entered discussions on the following recommended adjustments to the tuition policy for the 2019-2020 school year.

- Adjust the K-8<sup>th</sup> grade tuition to \$4,590, the Pre-K 2-day tuition to \$2,450, the Pre-K 3-day tuition to \$3,675, and the Pre-K 5-day tuition to \$6,125 corresponding to a consumer price index (CPI) increase of 2.1%.
- New language was presented to implement continuous enrollment for existing K-7<sup>th</sup> grade students for the following school year including direction for families that choose not to return.

- The SMART application deadline and timeline for receiving notification of community support scholarship award was presented.
- Adjust the start of the ten-month tuition payment plan to the month of August.
- Adjustments to the policy pertaining to the return of school assets was presented.

**Approval of 2019-2020 Tuition Policy with amendments** moved by Paul Fitzgerald, seconded and carried.

### **Admissions Policy**

The board entered discussion on a new stand-alone admissions policy presented by President Hauer. The current admissions policy resides within the school handbook but is useful information to share with prospective students/families prior to enrollment.

Members asked clarifying questions pertaining to the addition of an application fee for new students as well as deposits for Pre-K students.

**Approval of Admission Policy with amendments** moved by Fr. Peter, seconded and carried.

### **Development Committee**

President Hauer reported the annual appeal has seen a good response to date in addition to a generous anonymous donation that was received prior to year-end. We continue to work towards expanding the use of Salesforce in development initiatives.

### **Facilities Committee**

Facility assessments are scheduled for each campus to generate a list of future maintenance and capital improvement needs. The assessment team will visit St. John's Campus on January 14<sup>th</sup>, Holy Rosary Campus on January 21<sup>st</sup>, and St. James Campus on January 28<sup>th</sup>.

### **Finance Committee**

Mr. Fitzgerald provided an updated 2019-2020 draft budget for board review, which continues to present a deficit without new development or increased enrollment revenue. Members expressed a desire for the Development Committee to present a realistic development goal while at the same time ensuring the budget does not reflect aspirational revenue targets.

The work of establishing the 2019-2020 budget will complement the strategic plan initiative to develop a 3-year budget projection.

Continued relationship building with area parishes was acknowledged as a key factor in cultivating financial support for our shared mission.

### **SMA Strategic Plan**

President Hauer and the Principals reported plans for faculty visits with three schools in the Twin Cities on January 18th. The schools selected are Providence Academy, St. Agnes School, and St. Jerome Academy. The goal for the visit is to experience firsthand each school's approach to Catholic Liberal Education.

The next Strategic Plan report update to MNSAA is due mid-June.

**Board Chair Selection**

Chairman Lisi noted his willingness to continue serving as chair based on the feedback received while noting no additional nominees have been presented. Mr. Lisi suggested the board consider fewer meetings to allow more time between meetings for committee work. Members expressed concern with ensuring the chairperson does not present a conflict of interest with other initiatives or speak on behalf of the Office of the Bishop. One suggestion was to consider a succession plan that involved elevating the vice chair to the chair position. No further action was taken.

**Executive Session** convened at 5:03.

**Adjourned** with closing prayer at 5:55.

Respectfully submitted,

Karen Newstrom