

St. Mary's School Board Minutes 14 December 2021

Routine Business: Call to order at 6:00 pm.

Present:

X	Emily Burkle (2020)	X	Paul Temeyer (2020)	X	Ben Quint (2019)	X	Janet Klostermann (2019)
X	Brett Logan (2019)	X	Lacey Carroll (2021)	X	Tony Monaghan (2021)	X	Kelley Harbach
X	Cara Heffernen	X	Father Gabriel				

Prayer: Led by Emily

Approval of Minutes: Motion by Tony, second from Janet – motion passed.

Old Business:

Long Range Planning – move to January meeting.

Strategic Planning – move to January meeting.

Third Source Income - move to January meeting.

New Business:

Financial Reports – Received \$9k Kucera funds in November. Extended Care evened out income/expense year to date. Extended Care has 80% attendance rate, and wage expenses are set on anticipated attendance to cover required ratio. Need to set minimum charge/rate for no-shows to be equal to one hour of care. This would help offset guaranteed wage for workers. Motion to implement minimum rate made by Ben, second from Brett. Motion carried. RGI expenses reflected under Capital Campaign line budget line item.

Boiler Discussion with Josh Vorwald – Existing boiler isn't worth extending capacity to proposed expansion, and may be nearing end of life with current service. Existing school building will not support weight of rooftop units. Will need to consult a mechanical engineer to look at the system to determine how to replace. Need thermostats in every room, air lines are worn out, valves are seized. Replacement system will likely need ductwork in the classrooms. Existing split units are 12 years old but not efficient at very low temperatures. Josh Demmer mentioned existing ceiling is likely too tight for hidden ductwork

Josh Demmer / Architecture agreement – Demmer in attendance to discuss architecture agreement, standard form used widely. Demmer has approached two firms for mechanical design for addition, will reach back out to include full system replacement estimate as well. Some conceptual design is complete, working on more detail for the schematic design. Design development next in process to size structures and mechanicals. Next is construction documents phase to create documents for contractors. Procurement phase includes bid process, which is not necessarily lowest bid but most trusted bid. Construction phase is last, architect stays in contact throughout. Bret motioned to approve/sign agreement, second from Paul. Motion carried.

5th Grade Position – No candidates currently. Deb Hansel to teach reading/writing 90 minutes 4 days per week, Kelley to continue covering mornings. Cara put together numbers based on step 0 pay; board prefers to pay at same rate as former teacher. Cara to refigure amounts.

Budget – Contracts are going out and need to be finalized by the end of February which causes a tight budgeting season. Cara, Brett, Paul and Lacey to sit on budget committee.

Committees and Member Reports:

Building & Grounds (Paul)	--
SCRIP (Brett)	--
Home & School Stars (Emily)	Pajama party was full, successful.
Parish Council (Tony Brett Ben)	--
Gala (Ben)	--

SIAC (Janet)	--
Enrollment/Marketing (Sarah Taylor)	--
Communications (Lacy)	--
Development/Annual Fund (Janet)	--

Principal Report: 50 kids signed up Christmas Eve mass, soup luncheon planned in person, Catholic Schools Week planning, added a couple subs, long-term sub confirmed, plan to hire Kim from Sedona permanently.

Meeting adjourned at 7:30p

-Brett Logan, Board Secretary