

Sacred Heart Area School  
Board of Education Meeting  
Wednesday, December 5th, 5:15 p.m.  
Conference Room in Rectory

Those present were Father Gabriel, Charles Durham, Tom Brichacek, Michael Cole, Sue Story, Christine Albrecht, Katie Noska, and Katie Norris.

Chairperson Christine called the meeting to order and there was an opening prayer by Father Gabriel.

It was moved to accept the agenda and seconded. Approved.

The minutes from November were approved.

**Parochial School Report:**

Veteran's Day program: well received.

Teachers and Charles reviewed Language Arts/Reading curriculum packages. Wanting curriculum committee opinions. Conferences well attended.

All classes made individual pies on pie day.

1<sup>st</sup> thanksgiving feast reenacted by 4<sup>th</sup> and 5<sup>th</sup> grade classes.

2<sup>nd</sup> grade teacher returned from maternity leave last week.

1<sup>st</sup> Reconciliation was last week.

Upcoming events: tomorrow is St. Nicholas Day, but will be distributed by ALICE training for school and parish staff on 12/14.

Christmas Program on 12/19.

**Committee reports:**

Fundraising: Katie Noska and Tom Brichacek: 2<sup>nd</sup> Spring Blast meeting right before Thanksgiving. Not as many participants. Stretch Raffle room. Tuition raffle tickets purchased at time of purchasing tickets for Spring Blast.

Budget and Finance: Katie Norris and Christine Albrecht. NO meetings.

Personnel and Human Resources: Michael Cole, Katie Noska, Sue Story. No meeting yet. Nothing to discuss.

PR/Mktg./Dev: Sue Story, Michael Cole, and Katie Norris – no meeting yet. Staples World for Veteran's Day.

Encouraged teachers to send pictures (particularly of the Christmas program coming up). Fish Fry needs to be listed to website.

Curriculum: Christine Albrecht and Tom Brichacek. Reviewing curriculum. Language/Arts proposals being reviewed.

NWAA testing in January. Need to meet to review the last test scores compared to last year to benchmark compared to public schools

**Old business**

Ex Officio Member: Published in newsletter but no one volunteered to this point. Charles to discuss with nonmembers.

Catholic Schools Week Dance/Fun Night: (date and committee members). Wednesday would work but not as easy.

The 1<sup>st</sup> we can't have Jim DJ. The 8<sup>th</sup> is a 2 hr early out. 4-5 volunteers for committee members. Discussed home and school and advisory board together make this happen as an event. Concessions, Cake Walk, Gambling, etc. Once we get a go from DJ then we will get it on facebook.

Reading Booster Club: Two highschool seniors interested in helping, Jack Benson and Kiara Story.

Trying to find a consistent night of the week that would work for everybody and hoping to start after the 1<sup>st</sup> of the year.

**New Business**

Catholic United Financials School Raffle: Incentives for tickets sold – Top 3 Sellers: Lego set, waterpark package, \$50 SCRIP  
Get rid of weekly rewards and have a treasure box instead. Incentive through the school to sell more per student. Sell at Church.  
Google Doc through Jesse that would go out at the time of the tickets to sign up for selling times.

With Area Catholic Community would start having more of these conversations about selling tickets at other parishes as well. Will ask Wadena and Verndale if it would be okay for SHAS student to sell tickets – advertise in bulletin. Someone would have to approach Father prior to Mass to notify them that tickets would be sold to have it announced at the end.

Tuition Committee: under budget and finance previously, need to have a new meeting. Same committee as previously.

Tuition Late Fees/ Interest/ Collections: We are having cash flow issues.

Incentivize parents to pay their tuition up front by forgoing registration fee. Consider voucher system.

\$25 dollar late fee if not monthly payment.

Interest on accounts that are out a year plus.

We do have some accounts that are years old that they are owing thousands of dollars, \$16,000 dollars that are overdue beyond 1 yr.

Downside is a PR problem.

Discussed personal phone call to discuss payment plans and that we have been reaching out but not receiving, if we can't work something out then consideration for collections. This has been checked through the Diocese.

Consideration of updating our payment systems. Jesse could use it during the week when Connie doesn't have it.

Would also be wonderful with fundraisers. Could also pay online. SQUARE is a good option.

Principal Survey: sent out to teachers and board members. So far everything is very positive.

Survey about goals to reach in regards to how the principal can do more things.

Possible 6<sup>th</sup> grade class with Motley closing: graduate from 5<sup>th</sup> grade, going to 6<sup>th</sup> grade at Staples elementary, then to high school doesn't make sense.

If 6-12 at the high school, makes more sense to change at the exact same time.

Surveying the 5<sup>th</sup> grade students about if we were able to offer a 6<sup>th</sup> grade class, would you stay. If not, why?

Discussed 4-6<sup>th</sup> together in building, combination classes, and rotating teachers.

Next meeting will be January 2<sup>nd</sup>.

The meeting was closed with a prayer.

Respectfully submitted,

Katie Norris.