

MINUTES OF THE DECEMBER 8, 2009  
ST. HILARY SCHOOL BOARD MEETING

Present: Dr. Patricia Nugent, Karen Alestock, Lou Camerato, Todd Stock, Maura Bozzelli, Molly Scantling, Dan Sollenberger, Bonnie Monteleone, Barry Thoman, Mark Demechko

Also Present: Debbie Sinopoli, Shelley Bohrer

Todd Stock opened the meeting at 6:35 p.m. with a prayer.

**PASTOR'S REPORT**

In Father Steve's absence, Dr. Nugent reported that Fr. Frank Basa was attending various meetings so that he could be introduced to members of the parish and school staff.

**PRINCIPAL'S REPORT**

Dr. Nugent reminded everyone that Catholic Schools Week is scheduled for January 31 through February 5, 2010. The Band concert and Christmas concert are both scheduled for the week of December 14, 2009. The school's first field trip under the new booster seat law went smoothly with many parent-drivers having more than one booster seat in their car. Wendy Lawson-Gissinger is now sharing the job of kindergarten teaching assistant in Mrs. Thompson's room.

**BUSINESS MANAGER'S REPORT**

Lou Camerato reported that he is finishing up work on the school and parish budget for 2010-2011, in preparation for the Finance Council meeting scheduled for December 16, 2009. Lou reminded everyone that modifications to the 2009-2010 parish budget were necessary so that the budget would remain balanced.

The Board members were presented with a summary of the Church Offertory amounts from 2004 through 2009, which includes the first 5 months of the 2009-2010 fiscal year. Lou advised that Stewardship pledge forms will be included in all school registration packets so that the school families who have not yet completed and returned the pledge forms will be able to do so at registration time. The registration packet will include a reminder about the definition of an "Active Parishioner" for the purpose of paying the parishioner tuition rate. It is expected that families paying "parishioner" tuition rate will be making regular contributions to the Church Offertory and donating their time to parish

and/or school activities. This is in keeping with the Stewardship theme of “Time, Talent and Treasure”.

This issue has become extremely important as the Parish works to comply with the Diocesan requirement that no more than 25% of the annual Offertory be used to fund some of the school’s annual budget. For at least the last two years, more than 30% of the Offertory has been used to help balance the school’s budget. The present tuition level does not cover the full “cost to educate a child”, so it is necessary that the school families support the school both financially and by donating their time.

Due to changes in accounting and the need for more internal controls, the Business Office has begun collecting all payments for Latchkey services. Lou reported that this new process is going smoothly.

### **PRESIDENT’S REPORT**

There was not a separate report from the President, Dan Sollenberger.

### **MARKETING REPORT**

Debbie Sinopoli reported that there are 40 prospective kindergarteners and parents signed up for Kindergarten Kaleidoscope on January 14, 2009. The group includes parishioners, non-parishioners, and children with older siblings already in the school.

Projected school enrollment for the 2010-2011 school year is expected to be less than the current year due to a number of factors: the large size of the current 8<sup>th</sup> grade class and the anticipated size of the incoming kindergarten class; PSR enrollment is down this year; local economic conditions and the need for families to re-locate for employment reasons.

There was discussion about possible ways that the school might reach out to families in the parish whose children do not currently attend St. Hilary School to see if those families might consider enrolling their children in the parish school.

### **50<sup>TH</sup> ANNIVERSARY COMMITTEE REPORT**

Mrs. Alestock reported that the committee is scheduled to meet on January 12, 2010.

### **PARENTS’ ASSOCIATION REPORT**

There was no report from Parents’ Association since there was no representative present.

**OLD BUSINESS**

There was no Old Business discussed at the meeting.

**NEW BUSINESS**

There was no New Business discussed at this meeting.

The meeting was adjourned at 7:30 p.m., with the next meeting scheduled for 6:30 p.m. on Tuesday, January 12, 2010.

Respectfully submitted,

Maura S. Bozzelli

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