

## MATER DOLOROSA SCHOOL BOARD MEETING MINUTES

### PARISH OFFICE

November 18th, 2008 - 6:30P.M.

Attendees: Stan Czerwiec, Joann Wauczinski, Iwona Boruch, Helen Domurat, Philip Nevue, Bethaney Healy, Patrick Consedine, Fr. Alex Cymerman, Sr. Corinne Gurka, peter Stasz

Absent: Nyles Courchesne, Mitchell Koziol and Theresa Szumski

A. Stan called the meeting to order for 6:30 pm and Fr. Alex led us in the Opening Prayer

B. Reviewed minutes of October 14th, 2008 Meeting, with a noted correction to the spelling of BETHANEY's name - M.T.A 1st - Iwona Boruch, 2nd Bethaney Healy - A.I.F.

C. School Administrative Officer Update - Sr. Corinne

- a. School News/Information- Introduction of Daisy/Brownie Troops to meet after School on Tuesdays
- b. Diocesan Information and Correspondence - N/A
- c. Status of Requirements for Accreditation - N/A
- d. Enrollment Status 2008/2009 - N/A
- e. Status of FACTS - Progress with this program is fantastic. It has facilitated tracking tuition flow and where it is Slow.

D. Pastor's Update:

- School Budget/Financial Update - Fr. Alex reports that all expenses are current and it is substantially due to the very positive effect of the FACTS PROGRAM. The financial pattern established with this program is assisting in projecting how we can plan for the School Budget.
- Bank Account Balances - Reviewed
- After School Program - Revenue collected in this program is currently used to cover the salaries of this staff, Fr. introduced the idea that, with any additional money's collected to be rolled over to a School Tuition Account.

E. Committee Updates

- Building - Phil reports that Acre's converted a small burner in the Kitchen to gas
- PTO - Bethaney reviewed the fund raising events as well as the enrichment activities for the student body.

- Marketing - N/A due to Nyles being absent

Endowment Committee- Stan and Peter presented that 1248 letters delivered. Peter is developing the Alumni Mailing with special attention to graduates of 1950. With the kick-off delay (due to unforeseen circumstances) it is to soon report a successful goal with the "Be An Angel" Program

#### F. Old Business

a. Status on School Break-in - The insurance company has already settled the loss/damages claim and there have been many generous donations and contributions for some of the equipment stolen.

#### G. New Business

a. Bill Allen (Kitchen/Maintenance) requested to address his salary issues. There has been a miscommunication regarding duties in proportion to his salary. There are several issues with need to be addressed. FIRST with Chartwell/Chris - according to Fr. Alex - the written contract arrived on 11/08/08 with information which seems to have been re-negotiated from the original concept of this company's services and has placed more responsibility on Bill's required time/services...Fr. Alex is currently trying to communicate with Chris and assures Bill that there will be a meeting set up with all parties in order to understand responsibilities/issues. Stan indicates there is justification of time/salary compensation for Bill, and will be presenting this matter to the Finance Council.

b. Patrick Consedine expressed interest in reviewing how we heat our school...and if any additional options have been explored. Fr. Alex responded that currently contract with Whiting Oil Co. and the recent decrease in the cost of oil has had a positive effect in our budget. He also expressed his confidence with this company for its accommodating customer service. Conversion to Gas Heat has yet to be developed as an alternative heating source, at this time.

H. Anything Else - Karen Godbout has reported that the Computer Lab has received its necessary UPGRADE

I. Next Meeting - December 9th, 2008 @ 6:30 p.m.

J. Fr. Alex led us in closing prayer.

Respectfully Submitted, Joann Wauczinski/Secretary