

**St. Dunstan Elementary School Advisory Board  
Meeting Notes - November 20 , 2018**

**Opening Prayer**

- Led by Mr. Spray
- Mr. Spray, Fr. Brendan, Kris, Bettina, Stanley, Jill, Monaz, and Trina in attendance

**Principal's Report**

- 2018 Fall Festival Fundraiser Update
  - Approximate net earning of \$30,000 (2018 gross about \$10K over 2017); even with a poor Sunday turnout
  - Better communication this year; Auction, Bingo, and student singing on Saturday helped with attendance
  - Other schools make good money by selling snacks and sweet treats that the ride vendor currently sells; this could be negotiated out of our contract if we're able to staff it ourselves
- 2018 Charleston Wrap Fundraiser Update
  - Online sales were double this year over last year
  - Final numbers aren't available yet
- Admissions Update
  - Friday night's Kindergarten Information Night was poorly attended (turned out to be the same day as the smoke-related school closure)
  - Another Kindergarten Information opportunity will be scheduled for an upcoming Saturday
  - Number of School Tours are up this year, but not all are for incoming Kindergarten
- Facilities Update
  - Mr. Spray is in touch with a professional grant writer
  - Roof repairs on hold due to funding
- Hot Lunch Program Update
  - The school has decided to join up with My Hot Lunchbox; program will begin in January with three days per week (fourth day might be added if business is good)
  - Of the 72 parents who responded to the survey, 48% indicated that they would support this program three days per week, 20% for two days, 7% for 1 day, and 25% for 0 days
- Transitional Kindergarten Update
  - The school will not be promoting a transitional kindergarten program for 2019-2020
  - Given how other local schools have fared with their TK programs, it is unlikely that the school will pursue a TK program in the near future.

## **Parish Report**

- Weekly Mass attendance continues to hold steady (approximately 1050 per week)
- Connecting Family Mass with All Soul's honoring of those who have passed didn't work
- Boutique netted \$12,000 (Raffle was a big part of this)
- Archdiocese recently held a "study week" for priests; focus was on addiction, particularly addiction to pornography; Fr. Brendan shared some statistics which were both sobering and alarming

## **Board Business**

- Accreditation Reports - Board members are asked to review these documents and get any feedback or recommendations for changes to Kris as soon as possible
  - [Midterm Report Narrative](#)
  - [Technology Plan](#)
  - [Professional Development Plan](#)
- Giving Tree Wish-List
  - Mr. Spray will be putting together wish-list requests from teachers, room parents, and the athletic program
  - Board supplied its own ideas - Scrip gift-cards for fire victims, iPads (per Technology Plan), sidewalk chalk, sun shades, and more outdoor tables
  - Promotion of this is scheduled for beginning of December; Kris will follow-up with Mr. Spray on implementation
- 2019 Lobster Feed Fundraiser Update (from Monaz)
  - Planning for event has already begun
  - Fundraising aspect of the event are still being worked out
  - Price raise for last 2017 was due to cost of lobster
  - Idea was raised about having "opt-out" tickets at a discount; Mr. Spray will follow-up with bookkeeper
- Facilities Focus Area of Strategic Plan (2018)
  - Board provided additional facility requests to build into new Strategic Plan
    - Outdoor tables
    - Outdoor play area
    - Classroom desks
    - Fix lighting "flickers"
    - Water cooler for students
    - Sunshades
    - Roof repairs
    - Sprinkler issues

## **Parent Organization Updates**

- Athletic Board - Earned a \$3,000 grant from KNBR/Giants for cheer and baseball catcher gear
- Lady Knights - almost 40 people were in attendance at the recent Paint Night; Breakfast with Santa is in the works, but there is no Santa yet; Jill acquired a Santa's Mailbox for students to write letters to Santa; Men's Club will be asked about making pancakes

**Next Meeting - December 11, 2018 (mini-potluck for holidays)**

1. Opening Prayer
2. Principal's Report
  - a. Charleston Wrap Update
  - b. Admissions Update
  - c. Facilities Update
3. Parish Report
4. Board Business
  - a. New Spring Fundraiser Report
  - b. Review Strategic Plan (2018)
  - c. Lobster Feed 2020
  - d. Meeting dates for remainder of year
  - e. 2019 Lobster Feed Update (January)
  - f. Finance Committee (January)
5. Parent Organization Updates
  - a. Room Parents
  - b. Men's Club
  - c. Lady Knights
  - d. Athletic Board