

# MINUTES

Saint Robert Catholic School Board

January 18, 2018

| *Meeting called to order by* Rana Lotti at 6:35pm

---

## In Attendance

---

Rana Lotti-Chair, Dexter Navarro-Finance, Laurie Scribner-Safety, Lisa Carbone-Public Relations, Margo Wright-Principal

---

## Prayer and intentions

---

Rana Lotti led prayer and Intentions.

---

## Pastor Report

---

Mrs. Wright used this space of the meeting to announce her pending retirement, July 31, 2018. She and her husband plan to move to Oregon to be closer to family and grandchildren. More will be discussed at the next meeting concerning the process for Principal replacement.

---

## Principal's Report

---

Mrs. Wright brought a report of all Archdiocese schools enrollment statistics for the past five years. Saint Robert has been blessed with consistent numbers between 314 and 315 students. In the San Mateo I Pac of schools, SR has the highest enrollment for a one class per grade school. Archdiocesan high school enrollment has increased, while the enrollment for elementary schools have decreased. It is important for Saint Robert to maintain its high standards and community involvement and thus remain a school in demand.

Festival net profit figures were discussed over the past five years. The 2017 festival had a decline in net profit of approximately \$14,000 from 2016. The school board would like to see the detailed report to be better informed about what areas might need help. Mrs. Wright, will obtain detail report from Mrs. Kimoto for next meeting.

Mrs. Wright presented a summary of new Fun Run additions. She has contracted with a company called Healthy Kids Fun Run. Mrs. Wilson and Mrs. Cress remain as Chairs of this event and will be working with the company and Mrs. Wright to put on another fantastic fundraiser. Contributions will be able to be made on-line through a website designed by the contracted company. Prizes, corporate sponsors etc. are still being finalized. The event has been scheduled for May 16, 2018.

Kindergarten applications are going well. We are accepting them through January 26, 2018. Sibling testing is this next week.

The San Bruno Water Company came in this week and tested our water at the school. Results will be known within three weeks.

---

## Financials

---

Dexter Navarro gave the school financial report. All is going well, especially the final numbers on the SpellaThon. We made \$23,000+ on our fundraiser, which is an increase from last year. This is good news because our Festival income will be less than last year. Maintenance spending at this point is definitely under budget predictions, but most spending occurs later in the year. Margo and Dexter will begin working on next year's budget as soon as the Archdiocesan Budget Building Factors are received, which should be within the next two weeks.

---

## Old Business

---

School Board By-Laws--Rana Lotti is waiting for everyone to give input on updating the School Board By-Laws. More were collected this evening and Rana will apply them to the by-laws in order for us to finish the updating at the next meeting.

Catholic School's Week— All available School Board Members will be at school by 6:45pm to agree on areas to be posted for talking with families (new and existing). Rana Lotti has ordered red t-shirts with the SR logo and indicating that they are school board members.

---

## Questions from Parents

---

- Can we define in a clearer way, a location where 1<sup>st</sup> and 2<sup>nd</sup> graders should be picked up on rainy days?

The board discussed this and would like students to always come through the middle yard—rain or shine.

- Is there a way we can pay for more things at school using credit cards?

The board discussed this as well. Within the past year we have adopted new scrip programs to take advantage of credit card convenience. We are currently working with a new company to manage our Fun Run Fundraiser collections in order to use credit cards as well. The next move is to get more interactive forms online, and increased credit card use is definitely on the horizon.

---

## Next Meeting

---

2-15-18 6:30pm in Faculty Lounge

Meeting was adjourned at 7:45 pm.