



Nativity School PreSchool-Grade 8

Nativity Consultative Board of Education - Meeting Minutes

February 3, 2020 - 5:30 pm to 7:00 pm

In attendance: Lorna Harding (chair), James Lew (vice chair), Maryanne Hogan, Andrew Ryan, Kristin Cox (secretary), Pete Ventura. Ex-officio members: Men's Club Rep (Sal Ruiz), Mom's Group Rep (Elaine King), PTG Rep (Anna McDonald), Msgr. Otellini, Jessica Schaukowitch, Jessica Patti

Absent: Dan Winnike, Sharon Winnike

I. Welcome, Attendance and Absence Notification

Opening prayer led by Jessica Schaukowitch.

II. Approval of minutes from last meeting (January 2020)

No comments or changes

Motion to approve: Maryanne Hogan moved, Andrew Ryan seconded. Unanimously passed

III. Standing Item 1 - Insights and Observations - Monsignor Otellini

Monsignor is happy to announce the succession of Head of School. Ms. Patti will be succeeded by Ms. Schaukowitch.

Friday night was tree lot volunteer thank you dinner. It was wonderful to be able to say thank you to the team for all their efforts.

IV. Men's Group, Mom's Club and PTG Updates

Mom's Group: January meeting was higher attendance than normal. It was fortunate because there was a robust conversation around Marketing committee support with Sharon Winnike. International Day and Father/Daughter Dance are being planned. Teacher Retention is a significant concern given cost of living in the area for the parents. Monsignor has already discussed with Archdiocese how to offset cost of living. There is not any room to adjust salary, but Christmas bonuses and the like are discretionary. Obviously those discretionary spends are

never going to be enough to make it affordable to live here, however it is one way to help. Ms. Patti reports that staff has been happy and we don't expect any significant retention issues for next year. Ms. Patti is also preparing a presentation with the teachers/staff as a thank you for the Fund a Need Drive and a report of where the 2019 Auction Professional Development funds went. The presentation will be distributed electronically and on social media. Moving forward, more global parent engagement should be a goal for the whole school.

Men's Club: There were 30 attendees at the January meeting. Cioppino Dinner will be 3/21 and a committee has already started logistics planning. Men's Club will donate an additional \$500 to the 8th grade class contingent upon them showing up to clean up on Sunday following the dinner. Water filling station has been met with logistical issues, but the goal is to have it completed over the April break. Men's Club will email Dr. Harding as information is received. Serving dinner at home basketball games has been very well received. So far, the cost has been covered by ticket sales. When O'Hare Center opens, Men's Club intends to use that site to host their meetings to allow parishioner involvement. Ms. Patti proposed an auto-enrollment in Men's Club/Mom's group for every registered family. Men's Club requested their own iVolunteer account access to coordinate their volunteers. Ms. Hanley has already set that up this afternoon.

PTG: Open House was a big success. PTG received lots of positive feedback. PTG Meeting will be 3/2. Teacher Appreciation Luncheon is being planned for 5/8. PTG requests a general cleanout/inventory of shared linen/goods/supplies, then designate one centralized place where all these shared things are stored to make set up and clean up easier for all parties/events.

ACTION ITEM: Anna McDonald to lead the clean out and liaise with all parties.

V. Standing Item 4 - Principal's Report - Jessica Patti

a. Open House Update

1. 33 families officially registered at the desk as "new to school" but estimate that 40 new families attended open house, compared to 25 last year.

2. New family interest was beyond kindergarten. 4 families specifically looking at 6th grade. This shows marketing efforts are working.

3. As of Friday, 17 applications for kindergarten, above and beyond those rising from our preschool.

b. Enrollment Update

1. Kindergarten readiness testing end of this week. Acceptance emails go out 2/21

2. Next week will be shadow visits/assessment/interviews.

c. Staff/Faculty Update

1. Mid-year faculty check ins going on now with Ms. Patti. So far, all interviews are going well. Will be completed before February break. Intent to return forms are being turned in along with the interviews. Need to hire at least two more teachers for next year.

VI. Tuition Increase and Registration Plans for 2020-2021

Historically the school was at a \$350 registration fee. Last year this board approved a tiered registration fee based upon time of registration (ie Early Bird/On Time/Late). Current budget is trending toward a \$171,000 deficit.

Proposed registration fees bump up by \$50 for early bird. Early bird was very helpful for projection and for funding. A large percentage of families took advantage of this discount. This led to an additional unanticipated deficit. Further, Nativity is currently under enrolled. Growing enrollment is difficult. Current proposal to increase fees and tuition still puts us comfortably under St Raymonds' costs.

Given the reality of our needs and our situation, it is recommended by Finance Committee to increase tuition by 10%. Currently have 173 families. Concern was expressed by members over our families that are currently struggling with the fees as they are now. Long term we need to increase enrollment to bring in extra funds. Short term we need to clearly identify what the gain will be for the increase we are asking.

Action: Identify value added. Reach out to current families on aid to ensure that the increase will not negatively impact them.

Motion to increase by 10% made by MaryAnne Hogan, James Lew seconded. Kristin Cox, Lorna Harding, James Lew, Andrew Ryan and MaryAnne Hogan in favor. Peter Ventura against. Motion carried.

Motion to increase early bird registration was tabled.

Motion to implement a \$150 technology fee for each family: James Lew proposed, Lorna Harding seconded, Kristin Cox in favor. Maryanne Hogan, Peter Ventura, and Andrew Ryan against. Motion pulled back and held back another year.

Andrew Ryan raised the Catholic Identity Committee's concern with proposed mission statement. To be discussed further in April.

Meeting adjourned 7:25 p.m.