



## ***Nativity School Consultative Board of Education - Meeting Minutes***

**February 1, 2021- 5:30 pm to 7:00 pm (via Zoom)**

**In attendance:** Andy Ryan (chair), Lorna Harding (vice-chair), Kristin Cox (secretary), Andrew Holtz, Sharon Winnike, Dan Winnike, Peter Ventura. Ex-officio members: Msgr. Steven Otellini, Jessica Adrian, Men's Club Rep (Sal Ruiz), Mom's Group Rep (Loretta Couse), PTG Rep (Anna McDonald). Also present: Gina Connell.

**Absent:** MaryAnne Hogan.

### **I. Welcome, Attendance and Absence Notification**

### **II. Opening Prayer**

Led by Andy Ryan

### **III. Approval of Meeting Minutes 1/11/21**

Motion to approve minutes (acknowledging typographical errors) : Sharon Winnike. Seconded: Peter Ventura. Unanimously approved.

#### **IV. Standing item - Insight and Observation - Monsignor Otellini**

A virtual mass was held for the school to kick off Catholic Schools Week. Monsignor has begun visiting classrooms again, specifically second and eighth grade last week, for sacramental preparation. Dates have been set for First Reconciliation (2/27) and First Communion (4/24). Hopefully COVID protocols will relax by that time to allow these events to occur inside the church. The date for Confirmation has not yet been set because all are awaiting word from the Archbishop regarding whether pastors will retain the authority to perform the sacrament this year for their parishes.

The school has received \$23,000 to date from the annual appeal last weekend. More donations continue to come into the parish office. The appeal has traditionally netted around \$40,000 for the school and Monsignor expects this year will likely see a similar yield.

#### **V. Finance Committee/Tuition Increase - Dan Winnike and Gina Connell**

Proposal was presented to raise tuition by 5%

The board reviewed a Profit and Loss statement, as well as a budget sheet and a spreadsheet showing projected and actual income and expenses. The board was also advised that the Archdiocese has calculated the teacher salary increment at 5.3% for the 2021/2022 school year. Nativity is required to implement that mandate for eligible faculty. While the details of the documents reviewed remain confidential, it is clear that expenses for the school exceed tuition and other fee income by a large amount and therefore the board is duty bound to look at all avenues of income for the school, namely tuition, enrollment, and fundraising. Its role is to guide the school in optimizing the returns in all three areas, without undue impact on the school community. The 5% increase was proposed to offset the archdiocese salary increase.

Given the financial position the school is in a robust discussion was had regarding balancing the financial needs of the school and maintaining the diversity of our community. All members agreed and acknowledged that given the current economic environment raising tuition in a similar manner to the recent past would be too much to ask our community to shoulder at this time. That being said some members believed that the school should not levy a tuition increase

that was lower than the 5.3% increment published by the Archdiocese. It was argued that the three levers available to ensure the financial stability of the school are increased enrollment, increased fundraising, and tuition. In proposing a tuition increase below that amount set by the Archdiocese it put further pressure on the enrollment and fundraising levers to deliver. Other members of the board felt equally strongly that families in our community are really struggling at this time and given the tuition increases of last year and the previous year, 5% was a big ask already. It was suggested that a larger increase was perfectly manageable for some families but would put a lot of pressure on others. A motion was made by Dan Winnike to increase tuition by 6%, as a compromise between the two positions, with Sharon Winnike seconding the motion. 5 members voted in favor (Dan Winnike, Sharon Winnike, Pete Ventura, Lorna Harding, Andrew Holtz), one member opposed (Andy Ryan), and one member abstained (Kristin Cox) and the motion passed.

#### **V. Standing Item - Principal's Report - Jessica Adrian**

The “not open” house was relatively quiet, but that was not surprising given COVID restrictions, and it seemed to be a universal condition amongst all the Catholic schools in the area. Despite the pandemic challenges, PTG did a great job supporting the event with balloons and “N” cookies and the school did see a lot of Pre-K and Kindergarten families come through.

The WASC self-study report was submitted and the school is scheduled for a virtual pre-visit on February 10th, with accreditation occurring in March.

#### **VI. Standing Item - Marketing and Promotions**

Video Campaign: the videos are definitely working and gaining a lot of compliments for the school.

Social Media Update: there has been a very significant increase in social media engagement and the team needs school families and alumni to continue to boost the school's visibility across all social media platforms.

## **VII. Men's Group, Mom's Group, PTG updates**

All three groups continue to brainstorm fundraising ideas as well as how to support the school and each other during this challenging time.

## **VIII. Closing Remarks and adjournment**

Next meeting is 3/1 at 5:30 pm. Meeting adjourned at 7:09 pm.