

## MINUTES

### SAINT MARY SCHOOL FINANCE ADVISORY COUNCIL

Date: December 11, 2024

Attendees: Peter Rodgers, Catharine O'Bannon, Matt Coleman, Illy Reiker, Sam Gusoff

- I. OPENING OF MEETING Time: 2:02pm Opening Prayer and Mission Statement read by Mr. Rodgers
- II. MINUTES APPROVED BY: Matt Coleman and Sam Gusoff
- III. FINANCIAL REPORTS:
  - a. Balance Sheet previous Year Comparison as of 10/31/2024
    - 11600 -For this school year we had people pay the registration fee in advance which is a big change from last year.
    - Cap fees replaced build for the future fees
  - b. Profit and Loss Previous Year Comparison as of 10/31/2024
  - c. Profit and Loss Budget v. Actual Previous Year Comparison as of 10/31/2024
    - No questions
  - d. Expense vs. Budget Report as of 10/31/2024
- IV. New Business
  - a. 2025-2026 December Preliminary Budget: Based on tuition increase. Letters will go out after Christmas. Based on 385 students, which was made lower based on the possibility of a school opening in Niceville and the tuition increase.
    - We put aside 100k for capital expenditure. We may be converting our computer lab into a homeroom based on the architect recommendation and that would cost approximately \$50,000.00
    - That also includes a security guard at \$21/hour for the entire year.
    - Tuition increase by 9.0379%
    - Teachers pay at 90% of Okaloosa County
    - This would include a 5% pay raise for staff.
    - Expenses 54140 – 10 k difference. We are going down to 1 IT person because 1 person put in their notice. We are asking our Network if they have someone we could hire on a contract basis for 1 day a week. Expectation is that we would receive the same service for about half the price.
    - One minor adjustment – considering put the security guard into the letter that goes out to parents.
      1. Making progress on security cameras on campus.
      2. Security guard is not allowed to carry a weapon. Mark Lee is the safety coordinator for the pastoral center and may be a good point of contact for scope of work for the new security guard.

3. Right now we are focusing on the security officer for just school hours. Some schools have SRO's for sporting events, but we may not focus on that right now.
  4. Motion to approve preliminary budget made by Sam Gusoff and seconded by Matt Coleman.
- V. New school possibly opening in Niceville. We may consider rerouting the bus to Crestview depending on how our enrollment is affected. We have been made aware of 11 families (23 children) that would like to send their children to Saint Mary's. Will evaluate family interest in the bus, the new school and possible bus stops.
- VI. Are we increasing bus fees? No as we increased bus fees this year and we are increasing tuition.
- VII. Next Meeting: Wednesday, February 26, 2024 at 2:00 pm.
- VIII. ADJOURNMENT: Being no further business, the meeting was adjourned at: 2:37 pm

**Dedicated to Catholic values, Saint Mary Catholic School is a Christ-centered educational community committed to academic excellence, spiritual growth, individual responsibility, and service to others.**