

MINUTES

SAINT MARY SCHOOL FINANCE ADVISORY COUNCIL

Date: Nov 13, 2024

Attendees: Peter Rodgers, Catharine O'Bannon, Fr. Doug Halsema, Fr. Anderson De Souza, Sam Gusoff

- I. OPENING OF MEETING Time: 2:04 pm Opening Prayer and Mission Statement read by Mr. Rodgers
- II. MINUTES APPROVED BY: Sam Gusoff and seconded by Catharine O'Bannon.
Catharine made a comment to follow up on 3b: she followed up on Fr. Doug's recommendation to call the city to get adjustment to bill due to large leak. We were given a \$1,500 adjustment to our current bill. Fr. De Souza had a question about 4c regarding teacher salaries. Catharine explained to him that our teachers get paid roughly 80% of what the Okaloosa county teachers make and we are wanting to try and get that to 100% in the next few years if possible. Fr. De Souza also had a question about 4e regarding classroom space. Mr. Rodgers told him that we have an architect review our current layout and what could possibly be done to create more classroom space on campus.
- III. FINANCIAL REPORTS:
 - a. Balance Sheet previous Year Comparison as of 09-30-2024
 - Fr. De Souza asked why the balance in our bus savings account went down. We explained to him that we purchased a "new to us" bus over the summer.
 - Sam asked if the school owns all student laptops. Catharine explained to her that we do and all middle schoolers pay a \$50 deposit on their laptops. If at the end of the school year the student has not needed any repairs, they get their deposit back. If only some repairs, they get the difference back, and if more than \$50 in repairs, they forfeit the whole deposit.
 - Fr. De Souza asked about the loan with the Diocese. We explained to him about the necessary construction project that the school needed to do but did not have the funds to pay for.
 - b. Profit and Loss Previous Year Comparison as of 09-30-2024
 - Fr. De Souza asked about the cafeteria line items. He wanted to know if we have a company that offers the food service and Catharine explained to him that we do it all ourselves in the kitchen.
 - Fr. D Souza asked about bus fees and if they are included in the tuition fee. Peter explained to him that all fees are separate and include tuition, registration, capital improvement, bus, graduation fee,

extended care. People can choose to pay it all up front or over a 10-month payment plan.

- Fr. De Souza asked how field trips are funded and Catharine explained to him that in most cases parents pay for them with an additional fee to pay for gas and salary of the bus driver, usually \$5-\$10, depending on if they are staying in Okaloosa County or going out of county.

c. Profit and Loss Budget v. Actual Previous Year Comparison as of 09-30-2024

- No questions

d. Expense vs. Budget Report as of 09-30-2024

- Catharine explained why 54300 was already over budget. This was because of one large water leak repair and another smaller one. Also 54451, this will not go any more over budget than what it already is. Same with 56000.

IV. New Business

a. Tuition Increase

- Mr. Rodgers brought a letter to the finance council to review before sending to parents informing them of a possible 8-9% increase in tuition for next school year so that we can start paying our teachers more. We could not vote on the increase at this meeting due to not having enough voting members present so this vote will take place via email asking for approval. Once an increase amount is approved, the preliminary budget can be created and talked about at the next meeting.
- Saint Mary Impact grant ideas were discussed to include new fence line around school campus, new IT items, update the courtyard where Mary is, two new school buses, add onto the Federal grant for the windows because that grant does not pay for the whole project.
- New A/C unit in the library was necessary and cost approx. \$12,500.
- Mary Esther plumbing did the repairs for the water leaks that were mentioned and discussed already.
- Mr. Rodgers already talked about the meeting with the architect. We are waiting for his opinion after doing a walk through with some members of administration.

V. Next Meeting: Wednesday, December 11, 2024 at 2 PM.

VI. ADJOURNMENT: Motion for adjournment made by Sam Gusoff at 3:01 pm and seconded by Catharine O'Bannon

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.

M. McGr. Dougherty, Pastor 12-11-24 Samantha Graft 12/11/2024
Peter J. Anderson, Principal 12/11/2024