

MINUTES

SAINT MARY SCHOOL FINANCE ADVISORY COUNCIL

Date: November 16, 2023

Attendees: Fr. McShane, Peter Rodgers, Catharine O'Bannon, Sam Gustoff, Matt Coleman, and Illy Reiker

- I. OPENING OF MEETING Time: 2:11pm Opening Prayer by Father McShane, Mission statement by Mr. Rogers
- II. MINUTES APPROVED BY: Sam Gustoff and Matt Coleman
- III. Agenda will be amended.
- IV. New Business
 - a. Replacement of AC Unit in PLC
 - 2 units have been replaced. The school paid for one and the church paid for the other. It came out of the building for the future account. The cost was about \$32,000.00. They were about 15 years old at replacement.
 - Tuition and Salary increases.
 1. Preliminary budget for next year is due tomorrow. The budget is based on 390 students (conservative number) in k4 to 8th grade.
 - a. Would like to increase pay for teachers and staff by 5% for teachers and 3% for non-teaching staff. Would like to add a 5% to 6% increase in tuition. We need to increase teachers to 80% of what county teachers make.
 - b. Tuition would be between 8,500.00 and 8,600.00. The cost to educate a child is around 8,700.00 With the increase we will still be below the actual cost to educate.
 - c. **Motion to vote on increase in tuition by 5 to 6%. All in favor.**
 - d. **Motion to vote on increase in teachers and non-teacher salary. All in favor**
 - b. Bus needs replacing by end of year.
 - There is a transportation committee chaired by Karen Kirk.
 - Looking to spending between 60 to 80k. We currently have around 50k.
 - c. Security
 - Katie Ryan is chairing a committee on security. We have a good relationship with local law enforcement.
 - Katie is prioritizing items from OCSO recommendations.
 1. Increasing cameras -PTO funding

2. Increasing radios – PTO funding
3. Lockboxers – PTO funding (police department)
4. Knocksboxes – PTO funding (fire department)
5. Working on color coordinating buildings and putting numbers on buildings.
6. Looking at doing something for some of the windows in elementary building. Was looking at the film, but company said windows were too old to attach to frame. So now looking at the possibility of replacing the windows. PTO seems to be eager to help and there is some money in building for the future.

d. Hiring a grant writer – Considering hiring commission-based grant writer.

V. FINANCIAL REPORTS:

a. Balance Sheet Previous Comparison as of 09/30/2023

- How did PTO jump up 11 grand in one year. This is the saving that Cat moved over to the savings account at the end of the fiscal year.

b. Profit & Loss Previous Year Comparison as of 09/30/2023

- Most of our accounts are now accrual this year.
 1. Bus fees are amortized over the school year.
 2. Extended day care is amortized now.
 3. We are not receiving supply chain assistance funds in the cafeteria this year.
- We are no longer receiving Parish subsidies.
- 4331-0A: there is a separate account in FACTS that there was not in QuickBooks
- Property and Liability expenses went up.
- Depreciation expenses went up.
- Salary went up.

c. Profit & Loss Budget v. Actual Previous Year Comparison as of 09/30/2023

- The biggest difference is in tuition account. We did not bring in that much more money than we budgeted for.

VI. Next Meeting: January 24, 2024, at 2 pm.

VII. ADJOURNMENT: Being no further business, the meeting was adjourned at: 2:50 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.

