

## Education Commission Minutes of Meeting

**Date:** November 17, 2018

**Venue:** Holy Angels School Teacher's Lounge

**Attendees:** Tonya Forbes, Bridget Stanislo, Jeff Roberts, Allison Kapitanoff, Michael Minnihan, Becky Barr, Stephanie Hipp, Nick Villalpando

**Minutes Taken:** Tonya Forbes

Topic	Presented By	Discussion Item	Decision	Action Needed	Deadline
Opening Prayer	Tonya Forbes				
Appointment of Legislative Action Person	Tonya Forbes	Volunteer needed to be parent representative for Catholic Conference of Illinois information	Allison Kapitanoff	Fax information sheet	12/01/18
Tuition Policies Parishioner vs. non-parishioner rate	Tonya Forbes	Review current tuition policies.	Waive the one year wait for applying for financial aid. Review financial support of parish by parents bi-annually to receive parishioner rate of tuition.	Final approval of Fr. Lavan.  Check with Mrs. Sadowski about the tracking procedures.	12/01/18
Vendors List	Tonya Forbes	Review current vendors list to insure that the school is getting the best deal for maintenance.	Create a list of vendors for service work for the school.	Committee will create a list and forward to Kelly Limberis, Finance Director of Parish.	02/01/18
Church Security	Fr. Lavan	Update security for school Masses held on Fridays.	Church will be locked at the start of Mass for school Masses. Staff members will be present in the narthex.	Implement new guidelines.	11/29/18

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Enrollment	Tonya Forbes	Enrollment has increased by 29 students in the past 6 weeks. The majority are coming from area Catholic schools.	<p>A new parent meeting should be held to welcome and explain school policies.</p> <p>Considering the number of transfers, efforts can be made for this year to pro-rate tuition to assist with the transfer. However, the tuition rate of other area schools cannot be matched and current tuition practices will be in effect for 2019-20 school year for these transfer students.</p> <p>Teachers should continue to assess students' academics and provide support for any weaknesses.</p>	<p>Plan a new parent meeting.</p> <p>Communicate tuition expectations to new families for the next school year.</p> <p>Continue assessments for math and reading support.</p>	11/29/18
Catholic Schools Week Collection	Jeff Roberts	Should there be a special collection earmarked for the school during Catholic Schools Week?	Committee believes sharing what the money would be used for could increase giving.	Final approval by Fr. Lavan	12/01/18

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Aurora Catholic Education Fund	Tonya Forbes	Explanation of ACEF mission. Through wise investments, the organization has been able to give away nearly \$3,000,000 to support Catholic education since its inception over 30 years ago.	Mrs. Forbes has been appointed to the ACEF board.	Publicize the efforts of ACEF and the gratitude of the school for its financial support to Catholic education.	12/21/18
Change in pizza vendor	Nick Villalpando	Taylor Street Pizza has closed. Rosati's Pizza was chosen by HSA to be the pizza vendor for Pizza Days.	Communicate change to parents.	Publicize change in weekly newsletter.	11/28/18

**EC Members:** Deacon Tom White, Allison Kapitanoff, Jeff Roberts, Bridget Stanislo, Stephanie Hipp, Becky Barr, Nathan Powell, Nick Villalpando, Michael Minnihan,