

NOTRE DAME PREPARATORY

ADVISORY SCHOOL BOARD MINUTES

January 12, 2008

Board Members Present:

X	John Berry	X	Peter Morrow
X	Lisa Berry	X	Beth McDonald
X	Tony Calvis	X	John McMahon
X	Bryon Carney	X	Fr. Bud Pelletier
X	Betty Fritcke	X	Kirk Tushaus
X	Phil Gallagher		Mary Williams
X	Steve Grosvenor	X	Diana Zellers
X	Colin Markley	X	Jim Zeumer

Ex-Officio Members Present:

X	Lora Drummond	X	Carolyn Rock
X	David Gonsalves	X	Paul Rubsam
X	George Krueger	X	<i>Theresa Yehle</i>
	MaryBeth Mueller		

Meeting Called to Order

- Beth McDonald called the meeting to order at 4:35 p.m., and led all in praying the Hail Mary.
- All members read the Mission Statement.

Approval of Minutes

- The Nov. 17 meeting minutes were approved without change.

Principal's Report

Enrollment

- Dave Gonsalves reported that 14 students withdrew for various reasons the first semester, leaving enrollment at 928. The budget was based on 900, however, so the school's budget is still in good shape. Only three students left stating financial reasons.

Placement Test

- Eighth-graders taking the placement exam last Saturday numbered 209, down about 30 from last year; almost all listed NDP as their first choice.
- Xavier will not give students an application unless they test there, so NDP advises those interested in Xavier, or undecided on where they want to go, to test there.

Catholic Schools Week (Jan. 26-30)

- Catholic Schools Week is the last week in January; events are planned for each day, including a Student Mass on Monday, Grandparents Mass and Breakfast on Tuesday, the Diocesan Catholic Schools Mass and Rally on Wednesday at Sts. Simon & Jude, Pro-Life video shown on Thursday, the rosary after school each day, as well as a week-long drive to collect baby items.

Campus Design Committee

- Tony Calvis and John Berry joined Dave Gonsalves and Todd & Assocs. representatives for a meeting at the Diocese in December to go over preliminary plans for future campus design.
- NDP will be placed on the February agenda of the Diocesan Building and Grounds Committee.
- Dave Gonsalves hopes to meet with John Berry and MaryBeth before that meeting.
- Rick West, Dale Jensen, and Bob Hunt are being kept in the loop; they were involved in the very first expansion planning meeting.

Marketing

- As a result of discussion at the last School Board meeting, Bryon Carney and Jim Zeumer met with Beth McDonald, Lauren Haro, Carolyn Rock, and Vinnie Marchese last week to discuss marketing ideas to attract students, improve videos, and expand use of NDP's Web site.

Finance

- Paul Rubsam provided a financial report through December 2008, although there will be a few more entries by the Diocese.
- Tuition received is favorable, providing a good cushion.
- There was a decline in income vs. budget, with the Golf Tournament proceeds being down. After some outstanding receipts are paid, the tournament will be down \$40-50,000.
- Administration expenses are over budget about \$14,000, mostly from expenses resulting from the Campus Design Committee.
- Due to City of Scottsdale requirements, the portables ran about \$30,000 more than expected, but each room is now fully functioning.
- Athletics is running about \$30,000 unfavorable because of various sports.
- Capital Campaign contributions have totaled \$275,000 to date; \$425,000 was budgeted, so contributions are lower than expected. A third payment on an anonymous contribution is due soon.

Development

- Carolyn Rock reported an ad for CTODP was placed in *AZ Foothills Magazine*, and articles on NDP have appeared recently in the *Scottsdale Independent*, *Paradise Valley Independent*, and *Arizona Central.com*.
- Bryon Carney is leading the charge to improve NDP's Open Houses and 8th Grade Days.
- Jim Zeumer is leading improvements with NDP's Web site, making it a more effective communications tool, taking advantage of marketing, helping with server sites, and creating a different profile in terms of technology.
- Letters will be going out to those who've made Capital Campaign pledges.
- The Annual Fund passed the \$170,000 mark.
- Eighteen parent volunteers participated in the CTODP phonathon, giving NDP parents their names and letting them know how much CTODP has meant to them.
 - \$40,000 was received in CTODP contributions the week of the raffle.
 - Across the board for the diocese, however, CTODP contributions were down 18 percent from last year. NDP received \$301,000, compared to \$348,000 last year.
 - It's thought that some contributors are giving the AZ Scholarship Fund, where there are no income qualifications.
- The Alumni Christmas Party had over 140 alumni attending. The gym was transformed with the group's decorating.
 - John McMahan donated \$5,000 – there were drawings for stockings on the tree. Two students won \$500 each.
- The Auction will be a Casino Royale this year.
 - The tent will be eliminated, saving costs.
 - The focus will be on vacation and golf packages.
 - Prizes will be given for those attending early that evening. Around the valley, checks are being sent in for events, but attendance is down.
- The Fashion Show has 50-60 seniors signed up.

PTSO

- Betty Fritcke reported that the December 3 meeting, "Surviving and Thriving in the Junior and Senior Years," had 50-60 attendees.
- It's felt the meeting flyer sent out by e-mail that Monday to all e-mail addresses listed for the weekly NDP newsletter, helped attendance greatly.
- Jim McConnell talked about how to prepare for college.
- Students from SADD presented information about their group.
- It was a very positive meeting. Betty Fritcke commented that NDP students are great in presenting to large groups of people.

- At the next meeting, January 21, students will speak on spirituality and how important it is to the entire Notre Dame experience.
- Representatives from several academic departments will make presentations.
- Dave Gonsalves answers any questions that come in via e-mail, and responds to questions from the audience.
- This year's Leadership Advisory meetings have also been very positive, with great sharing.

Mothers' Guild

- Lora Drummond reported that the Faculty/Staff Christmas Party was a great success, with "It's a Wonderful Life" as its theme.
- Sheri Dogra chaired the event with a committee of 40. Every NDP employee went home with a gift or centerpiece.
- The moms were the chefs for the appetizers; Yanni's catered the dinner.
- Amy Doyle is an excellent leader and is taking charge of the Casino Royale event.
- The Nominating Committee is going through their process, with Bev Lackey chairing the committee.
- The Guild is working on Grandparents Day for senior grandparents.
- Uniform Sales continue to be a good source of revenue for the Guild; however, holiday greenery sales were poor for the second year, and will be discontinued.
- The Guild would like to amend the bylaws, stating there can be no lifetime memberships; the longest would be a four-year membership.

Booster Club

- George Krueger reported that the Boosters meet tonight at 6:45 p.m. Dan Bickley, *AZ Republic* Sports Columnist, will be the speaker.
- The group is asking Bob Brenley to return and speak at a meeting in the spring during baseball season.
- A panel is being planned with trainers and medical representatives talking about the general training and the dangers of some supplements.
- On February 20, a sports spectacle is planned, introducing the Spring Sports Teams, along with some sort of food/dinner.
- The Boosters are still settling finances from the Golf Tournament, and final proceeds are not known, but it's felt net revenues were about one-half of their goal.
- There is a Basketball Club or parents who do activities to assist the sport, and make sure meals are set up, etc. They are also producing some apparel items.

New Business

- There was no new business.

Adjournment

- The meeting was adjourned at 5:17 p.m.

Respectfully submitted,

Phil Gallagher, Secretary

Date