

**BOARD MEETING MINUTES  
STELLA MARIS ACADEMY  
Teleconference  
April 8, 2021**

**Present:** Bob Lisi, Karen Newstrom, Fr. Tony Wroblewski, Fr. Rich Kunst, Paul Fitzgerald, Nick Minardi, John Kenney, Julianne Blazevic (principal, *ex officio*), Jesse Murray (principal, *ex officio*), Cynthia Zook (Director of Schools, *ex officio*)

**Absent:** Fr. Seth Gogolin, Barry Bigelow, Fr. Jim Bissonette (Diocesan Administrator)

**Guests:** Sarah Pennings, Tricia Pilon, Jennifer Deming

**Opened** at 3:02 pm with prayer.

**Mission Moments:**

- The recent property sale of Our Lady of Mercy resulted in a \$25,000 donation to SMA, reflecting the parish's belief in the importance of Catholic schools.

**Approval of agenda:** Moved by Fr. Tony Wroblewski, seconded and carried.

**Public Comment:** None

**Approval of Minutes of March 4, 2021 board meeting and corrected March 11 Special Board meeting** moved by Fr. Tony Wroblewski, seconded and carried.

**Principal Update:**

- The recent marketing campaign included social media, YouTube and billboards. Being the first digital ad campaign, it was deemed successful, resulting in an increase of visits to the SMA web page. Budget for marketing was discussed.
- Tours for prospective families have been steady and at higher numbers than past years. Data shared included this year's enrollment of 469, a current enrollment of 522 for the '21-'22 school year and an anticipated low attrition. Holy Rosary campus Pre-K program has a waiting list for next year. A welcoming committee for new families is being formed and will include follow-up for new families.
- Although three classes have been suspended in the last two weeks due to COVID, there have been no in-school transmissions. Classes have returned to regular hours, with most students on-site. Many teachers are now vaccinated.
- The refined School Strategic Plan will be ready for board approval at the May meeting in anticipation of submittal to MNSAA in June.

**Facilities Committee:**

- Details on the proposed campus lease agreements include twelve month leases determined by the square footage of each campus. Payments will be kept in a fund for capital improvements, with unused funds returned to the school at the end of the year.

**Motion from the committee to approve \$50,000 funding for the three campus leases** carried.

- Approximately \$10,000 remains from the state grant money for the Pre-K program. Air purification equipment has been identified as a desirable purchase at a cost of approximately \$10,100.

**Motion from the committee to approve the purchase of air filtering equipment for the Pre-K program** carried.

**Finance Committee:**

- Finances continue to be well ahead of budget.
- The funds allocated for the high school were discussed, with much to be decided after the arrival of the president.
- Tracking of dedicated funds has been documented.
- Participation in the Consolidated Appropriations Act for compensation of sick leave resulting from COVID will be extended.
- North Shore Bank has contacted the business manager, offering their banking services; banking is currently with Wells Fargo.
- The purchase of the software system Go Guardian has proven to be useful in monitoring students' content access on electronic devices.
- Progress continues on the needed documents for the Agreed Upon Procedures with CLA.

**Entered Executive Session** at 4:57 pm.

**Closed** with prayer at 5:25 pm.

Respectfully submitted,  
Karen Newstrom  
Secretary