

ST. PAUL'S HIGH SCHOOL PARENT GUILD
Wednesday, March 14, 2018 @ 7:00 pm
Aulneau Room, St. Paul's High School

MONTHLY MEETING MINUTES

Attendees: Fr Len Altilia, Andre Kriening, Calvin Polet, Cheryl Juras, Shannon Cisneros, Rhonda Chorney, Elsebeth Hansen-Kriening, Tara Alexander, Shannon Bowden, Daryla Christie, Lily Feldman, Angela de Garcia, Fiona O'Hara, Margaret Haugen, Cheryl Hirst, Linda Hutter, Karri Langdon, Patti Martens, Jennifer Polet, Derek Thille, Juanita Van Norman, Nadine Zarow

Regrets: Llorra Alejandro-Yarema, Sheila Stark-Perreault

1. Welcome & Opening Prayer

Cheryl called the meeting to order at 7:02 pm. She welcomed all attendees. This was followed by a round table introduction. As Sheila Stark-Perreault was absent, Calvin Polet led the group in prayer.

2. Approval of the Agenda

The agenda was circulated and posted on the SPHS Community by Llorra. It was noted that the reports of several Coordinators would be read in absentia. **Patti Martens made a motion to approve the agenda as presented, seconded by Jennifer Polet all in favour, none opposed, and the motion was carried by a show of hands.**

3. Approval of Minutes from the Last Meeting – February 7, 2018

The minutes were circulated by and posted on the SPHS Community by Llorra. **Angela de Garcia moved to accept the minutes from February 7, 2018 as presented, seconded by Juanita Van Norman, all in favour, none opposed, and the motion was carried by a show of hands.**

4. Business Arising from the Last Meeting

Cheryl updated attendees on her meeting with Parents for Others (PFO). The Mother-Son Luncheon will be taken over by alumni parents so that mothers in Grades 9-11 don't know about the events of the day before they have a chance to experience it for themselves. Ann Downey & Juanita de Souza have stepped up to be Coordinators.

5. Guild President's Report

Cheryl Juras shared the following:

With regret, we accept the resignation of our secretary, Llorra Alejandro-Yarema, due to medical reasons. On behalf of the Parent Guild, I would like to express my gratitude and thanks to Llorra for her generous involvement and gift of time to St. Paul's as the Coordinator of Bingo and the Fr Crouch Pancake Breakfast, and on the Executive as Secretary for the past two years. Her son will graduate this June, and we wish her well through these next few months and in the future.

I would like to express my deep thanks and gratitude to the current Executive of the Guild, Shannon, Elsebeth and Rhonda, who continue to give so much of their time and talents and support so that we may uphold our mission, as well John Yunyk and Father Altilia for their support during this transition.

As the President of the Guild, I represent the parents of St. Paul's High School at the Monthly Management Council Meetings, with the most recent one having been held on February 26, 2018. Information on Guild activities and hospitality is shared with the Management Council.

As you may be aware, the Board of Directors has commenced a search for a new President for St. Paul's High School. The Search Committee has formed an Advisory Group to provide information to its constituent members. As Vice-President and President of the Guild, Shannon and I have become members of this group and recently attended a meeting. More information on this will follow later in the agenda.

I am pleased to report that we are moving forward with the Mother-Son Communion Luncheon with hospitality being transferred to Parents for Others. This will ensure that parents in Grades 9-11 are not witness to the goings-on at the event before their own son graduates.

On behalf of the Executive, I would like to thank the event Coordinators of the past month:

- Entrance Exams – We are grateful to Tara Alexander for organizing the bakers in both January and February, as well as to John Yunyk for setting out the refreshments.
- Fr Crouch Pancake Breakfast – This was a huge and well-received event, thanks to the leadership of the Alejandro-Yarema family.
- Catholic Schools Conference – We appreciate Juanita Van Norman for stepping up to lead the hospitality on this day, which is held at St. Paul's every second year.
- Parent-Teacher Conferences - Thank you to Fiona O'Hara for the hospitality provided to parents, as well as to Marnie Kaul & Sigrid Duncan for giving their time at the Nearly New Rack.
- Grade Bake Sales - Julie Patterson continues to coordinate this important, ongoing fundraiser. Your service does not go unnoticed.
- Angus Reid Debate Tournament - Rhonda Chorney gets a big bouquet for coordinating the hospitality for students, staff and coaches at this annual event.

I also want to say thank you to everyone who has baked for all the various hospitality events this month. And last, but certainly not least, we appreciate all the parents who volunteer and support these events. You are too many to mention, but without you the Guild's activities would not be successful. Thanks for your generous gifts of time and talents that help us to uphold the Guild's mission.

Respectfully Submitted,
Cheryl Juras

6. Guild Vice President's Report

Shannon Cisneros wished everyone a "Good Evening" and continued with the following:

As to my true fashion, I will keep this short and sweet. In the last while, I have been in the process of confirming everyone for Coordinator positions for next year. Thank you to all of those that have agreed to return. A mail-out will be sent to new parents that will include the Roster and a list of all events and Coordinators to date. Parents will be encouraged to sign-up to volunteer online or on a hardcopy survey. For returning parents, these documents will be sent with the next progress reports.

If anyone is interested in shadowing any of the Coordinators for next year, please don't hesitate to contact me. As always, the more the merrier!

Thank you,
Shannon Cisneros

7. St. Paul's President's Report

Father Altilia reminded attendees that at the last meeting, he had stated that due to increased giving, tuition will only go up by 1.46%, rather than 2%. This was based on 589 students. He is now confident that we are on target for that number.

Yesterday, he received news that the estimate for SPHS's government grant is short and that we will actually get \$35 more per student than anticipated. This will reduce the school's anticipated deficit. As there are no urgent capital projects for the next 5 years, we will take advantage of the situation to address ongoing needs, such as exterior windows of school. There will be long term-benefits in energy costs, as the current windows are over 50 years old. We will also continue to address the air conditioning in the classrooms – the west side was completed last year, and the east side will be finished this year. As the school also has some IT costs to cover, budgeting requires an extra \$125 tuition increase.

There were large numbers at the Open House in January, as well as an increase in the number of applications for 2018-19. We will likely have 160 students coming into Grade 9. When the smaller cohort in the Class of 2019 graduates, the school will likely be at capacity. 600 students is our maximum, while the optimum is 590. The retention rate in most classes is good.

With regards to the President's search, the Search Committee is moving forward. Andre and Calvin will address it. We are also advertising the position of Vice Principal of Academics within the school, as we would like to promote from within. Mr. Watson has decided to go back into the classroom. The application deadline is in April.

8. Treasurer's Report

Rhonda Chorney read the following report:

- Currently at February 28th we are reporting a surplus of revenue over expenses of \$11,632.28, and therefore a cash flow of \$26,644.
- The major contributing factor to that bottom line is that we are showing revenue of \$23,035 for the Fashion Show. Please keep in mind that this is ticket sales and some sponsorship and the expenses will come later, therefore this is a timing item - net revenue will decrease as expenses come in.
- I received the final numbers for Parent Retreat, and we took in \$390 in a Silver Collection, therefore the net expense to the Guild was \$850. This allowed the Committee to stay under budget by \$150.
- There were questions brought up about how the Cru Shoppe revenue gets allocated to the Guild, and this is how it works:

The Parent Guild receives 50% of the net profit of the Cru Shoppe. As there was a loss of approximately \$4,000 last year due to the theft and the purchase of the on-line-order system, the school took on this entire loss, rather than sharing it with the Guild. Going forward, we can budget approximately \$1,000, however as we have already budgeted for this fiscal year, we will see no revenue as it is based on last year's Cru Shoppe results.

DISCUSSION/ADDITIONAL INFORMATION: There was a question as to why the net profit for the Cru Shoppe seems so low – it is popular and usually very busy. Daryla & Patti explained that mark ups are not very high, there can be mistakes made with inventory, there is a 7% fee for using the online system, and there are costs involved when renting changerooms for the Grade 9 uniform sale, purchasing mannequins, etc. A second query involved Bingo revenue. Father explained that so far, St. Paul's High School is still getting it. Close to \$17,000 was received from the Manitoba Lotteries Corporation in 2017-18. This money has always been used to fund Kairos. He quelled the Guild's worries about eventually losing this grant, saying that \$17,000 in a \$9,000,000 budget isn't actually that much. The school will be able to budget without it, should it come to that.

9. Committee Reports

Hospitality Report – **Tara Alexander** shared the highlights from March:

Fr Crouch Pancake Breakfast – Will need a new Coordinator next year as this was the last year for the Alejandro-Yarema Family. There was some concern regarding the shortage of griddles. Llorra has revised the outline and updated information so the next Coordinator has current information to refer to.

Catholic School Days – Ran very smoothly, thanks to Juanita Van Norman and Tannis Scott.

Parent-Teacher Conferences – Went well, even though there was one volunteer who did not show for her shift. Thanks to Fiona for organizing.

Angus Reid Debate Tournament – No Post-Event report returned as yet, therefore nothing to report.

Crusader Shoppe – Patti Martens read the following report for March:

The Crusader Shoppe is gearing up for an exciting and busy spring. We have met with Carberry International and new products and designs are in the works. Our timeline is geared to have new stock ready for the Fashion Show as well as the May apparel evenings.

Daryla and I would like to thank two very special volunteers for their many years of service to the Crusader Shoppe. Elizabeth Rawluk will be ending her role as Volunteer Coordinator in June. Elizabeth has played a key part in not only scheduling our many volunteers, but also helping at every special Crusader Shoppe event for many years. Replacing her is Tara Everard, and she is just beginning training sessions for this position. As well, Lana Abbott has completed many years of service managing our online sales. Lana has devotedly come to the school twice a week filling the orders and either shipping them to the customers, or having them ready for store pickup. Replacing her is Cristina Patterson. Cristina has already been trained and has been put to great use in the past few weeks. She knew how to set up Shopify already and trained Daryla and Patti!

Both Tara and Cristina are Grade 9 moms, and we thank them for accepting their positions, and look forward to working with them for years to come.

Nearly New Rack – Sigrid Duncan submitted the following:

Marnie and I would like to report that the Nearly New Rack made \$361 during the November Parent-Teacher Interviews and \$234 during the February Parent-Teacher interviews. The Nearly New Rack will be open for an evening in May when the new students are invited to come to the Crusader Shoppe. The Nearly New Rack will reopen during the Parent Orientation Night in September.

Marnie and I are looking forward to Coordinating the Nearly New Rack during the 2018/19 school year.

Thanks so much,
Sigrid Duncan

Bake Sales – Julie Paterson was unable to attend and did not provide a report.

Fashion Show – Elsebeth Hansen-Kriening provided the following update:

Our Committee last met on February 28. Progress is being made in all areas. Highlights include:

- Grade 12 Volunteer Selection has been completed, based on parent volunteerism – we have a slate of 16 Student Models, 16 Wine Stewards, 12 Raffle Ticket Sellers, 12 Rainbow Auction Sellers, 2 Coat Check Clerks, and 4 Musicians. There was a meeting at lunch today with Father Altilia. We served the boys pizza and Shamrock Shakes to express our appreciation for their upcoming service and commitment towards the Magis Fund.

- Jennifer Rattray, award-winning journalist, former City TV, CTV & CBC media personality, and current SPHS parent, has agreed to emcee the Fashion Show. She has also said she will wear Fairy Wings, or anything else we throw at her.
- A \$5,000 trip to Shanghai has been secured through Canada One – this will be an outstanding raffle prize. Kudos to Yolande Franzmann for securing this.
- License applications have been submitted for our Trip Raffle and Rainbow Auction.
- Panache has begun planning the production of the show, and has some wonderful surprises in store for our guests.
- Zaroda Sound and Cherry Tree Productions have entered into contracts to provide production.
- 12 retailers have been confirmed, including Club Monaco, which is new this year.
- The Jersey Chair and Puck Ottoman have been ordered – along with a laptop donated by Winnipeg Bldg & Supply, a desk, and an LED “P” lamp, they will form the basis of the “President’s Package.”
- Sponsorship, donor, and ticket order forms were mailed out with Report Cards
- To date, we have 1 Presenting Sponsor (\$10,000), 2 Magis Sponsors (\$5000+), 3 Gold Sponsors (\$2500+), 12 Silver Sponsors (\$1000+), and 12 Bronze Sponsors (\$500+). This far surpasses where we were last year at this time.
- As of today, 257 tickets have been purchased, compared to 135 last March. Of these, a good percentage are Grade 9 parents and humans of the male persuasion ;).
- We have over 100 fabulous prize donations so far, ranging from a 15 gallon tree to the most amazing Winnipeg Dine-Around ever: visiting 6 different restaurants for 6 different courses, with wine pairings, plus champagne while riding from place-to-place in a limousine. We were also touched that Cru Puck A & Cru Puck B got together to donate a wine fridge and wine. Perhaps a challenge to other teams has been issued?

If you have not purchased your tickets yet, please do so as soon as possible. We have a great balance of men, women, and students coming, as well as a variety of Grade levels. We will be very happy to seat you with other families in your son’s grade if you are not able to fill your own table. Please go to the St. Paul’s website, call the school, or send an order form to the front desk with your son.

Finally, I would like to thank the super hard-working Fashion Show Committee for all it has done so far. They never forget why we are doing this – to changes the lives of today’s Crusaders and tomorrow’s Men for Others.

Respectfully Submitted,

Elsebeth Hansen-Kriening
SPHS Fashion Show Chair

Mission & Vision – Sheila Stark-Perreault sends her regrets. She does not have a formal report, but states that she has followed up with Tony and the bill for the Parent Retreat. All has been submitted and he has been paid.

10. President Search 2018

Cheryl began this conversation with the following:

1. Background

- Father Altilia and the board have been preparing for this probable event for some time with the change in governance structure of the Board and Management Councils
- This will be a transparent process, involving input on selection criteria

2. Process

- Developed based on best practices of JSN schools

- Consultation with other Jesuit schools
 - From 2009 – 2104 there have been 40 Presidential transitions in JSEA schools, an average of 8 per year, or 13% of the JSEA member schools bringing on a new president each year. 12 of the last 40 were Jesuit to lay.
3. Chair of Search Committee
 - Andre Kriening
 4. Chair of Advisory Group
 - Calvin Polet '93
 5. Advisory Group Role
 - Provide information to constituent members
 - Receive feedback from constituent members
 - Assist with orientation of the new President
 6. Selection Criteria & Job Posting
 - Leadership for Mission
 - Talent Management / Exceptional Work Environment
 - Academic Excellence & Student Formation
 - Institutional Advancement
 - Fiscal Management
 - Stakeholder Relations / Communications / Affiliations
 - Skills & Attributes – Leadership / Team Building, Communication, 5 Characteristics
 - Job Posting
 - is a practicing Catholic in good standing who embraces and models the values of Ignatian spirituality
 - has completed or is willing to complete The Spiritual Exercises of St. Ignatius of Loyola
 - holds a Master's degree in Education, Business Management, or Humanities from an accredited university
 - possesses exceptional verbal and written skills for effective communication with various key audiences
 7. Questions for Consideration
 - What do you feel St. Paul's requires in a President in the future?
 - How do you believe we can preserve the Ignatian identity of the school in perpetuity?
 - What do you believe the school itself needs to do to remain successful in the future?
 - Anything else?
 8. Further Information/Clarification From Search Committee Members Present at Meeting
 - Andre Kriening & Calvin Polet

DISCUSSION/ADDITIONAL INFORMATION: The Questions for Consideration can be found in the SPHS Weebly. Father stated that although some Community members are worried about this transition, he assured us that it has become quite common. In fact, the first female President of an all-boys high school has just been appointed in Boston. There are many qualified people and guiding material to inform the work of a new President – it is not an impossible task. Someone just needs to embrace tradition and appropriate it as his/her own. Unlike amongst Jesuit educators in North America, lay candidates do not constitute a limited pool. Father thinks we will find a very suitable candidate to fulfill the role. Certainly sacramental and pastoral services cannot be performed and the time commitment will be different. As Jesuits do not have a spouse, children, or mortgage to worry about, they can give more of themselves to the school. A lay person may have other important obligations, so the Community will only need to temper expectations in that regard. What matters the most is finding someone who will protect and preserve St. Paul's High School's high quality education in the Jesuit model. Andre added that the Board takes the responsibility of its Strategic Plan very seriously and will be looking at performance management and core competencies in perpetuity. The Mission of our school will not

change. Calvin explained that the Jesuit Board of Owners and Provincial Superior still have the final say in who will lead St. Paul's. The Board hires the President to be the CEO of Operations. Father Altia will still be the Provincial's Assistant and visit the school to ensure things are operating in a Jesuit manner. The length of the new President's term has not been finalized yet. Sacraments will be supplied by Fr Boutilier and a young Jesuit will lend Pastoral care and Communion.

11. **New Business**

Juanita Van Norman shared that this year's Catholic Schools Day, held at St. Paul's High School on February 16, was a successful event. It takes place here every 2 years, thus a Coordinator will need to be in place for 2020.

Due to the heavy involvement of many Guild members in the SPSHS Fashion Show on April 18, and the minimal amount of March activities, Cheryl Juras proposed that the next Monthly Meeting be held in May. **Her motion was seconded by Shannon Cisneros, all in favour, none opposed, and the motion was carried by a show of hands.**

The meeting was adjourned at 8:25pm.

The next Parent Guild Monthly meeting will take place on Wednesday, May 9 at 7pm in the Aulneau Room. Everyone is welcome to attend.