

SETON EDUCATION COUNCIL MEETING MINUTES

September 18, 2017

at

SETON ACADEMY

Present: Msgr. Dennis Duprey, Fr. Timothy Canaan, Fr. Scott Seymour, Fr. William Reamer, Michael Howley, Stacie Chapman, Stephen Gagnier, Patrick McGill, Cheryl Kabeli, Sister Helen Herman, Mary Forbes, Susan Pellerin, Christine Boule, and Sally Yanulavich.

Excused: Chris Hay, Brian Snell, Martha Frost, Lynn Gilbert and John Deon

Michael Howley called the meeting to order at 6:09 P.M. Fr. Reamer led the Opening Prayer.

Agenda: Motion to accept – Patrick McGill; seconded by Cheryl Kabeli - unanimously approved.

Approval of Minutes: The minutes of the retreat held on August 21, 2017 were reviewed. Msgr. Dennis Duprey moved to approve the minutes with minor corrections (from Stacie Chapman); seconded by Stacie Chapman – unanimously approved. Note: Locker Day should be noted as 8/29, not 9/29. **The June meeting minutes were not available at the time of the September meeting – to be submitted in October.**

Public Comment:

No public comment

Student Council Report: None

Principal's Reports:

Sister Helen Hermann – Seton Academy

Sr. Helen submitted a written report, which had been sent to all Council members prior to the meeting. No additional comments.

Mary Forbes (acting principal in Lynn's absence) – Seton Catholic

Lynn submitted a written report, which she provided to all Council members. Mary noted that there will be a paid dress down day on Friday, September 22nd for the family of Wendy Fountain. There will also be a service Saturday, September 23rd in the morning. The money raised from the dress down fundraiser and cards will be sent to the family. The Fountain family are trying to figure out if they will return to the North Country as they are struggling. Our prayers are with them.

Committee Reports:

Buildings and Grounds

Stephen Gagnier discussed the Seton High School roof – Lake Champlain Roofing did some patching – there are a number of places that are leaking – the main part of the school and gym. Also, over the middle school, they reinforced the seams. At some point we need to address this as the drains are higher than the roof. Steve spoke with Gates Roofing and will reach out to them again regarding the overlap of the two roofs. Steve is also looking into a chimney estimate.

Development

Susan Pellerin provided her report to the Council. Christine Boule and Susan will attend a conference at Boston College. Fr. Reamer and Cheryl Kabeli will be in attendance for the live stream at Seton Catholic. The Seton Curb Appeal project was very successful – many volunteers weeded, swept, painted and cleaned various areas of the school. Susan suggested that the clubs at Seton Catholic adopt various areas of the school (cleaning/chores/plant a garden, etc.) in order to maintain and beautify the school throughout the school year. We had an excellent turnout for the Battle of Plattsburgh; 80 students from both schools participated in the event. Susan is obtaining articles from alumni, teachers and staff for the Roundtable. The rough drafts are due by the end of September. The magazine is slated to be complete by the end of October. The memorial dedication and mass for Chu Allen Xiong will be held on September 29th. A suggestion was made to have flowers placed at the grave site as well. We have been approved to install an electronic sign on the Seton Academy building as well as a sign

below the existing Seton Catholic sign. Approximate cost of both signs is \$15,000. We would like to pursue a GoFundMe in the amount of \$25,000 which would cover the cost of installation. We still need to decide who will determine what goes on the signs and when.

A suggestion was also made that the venue for the picture at the Bishop's mass be changed. Possibly OLV Church.

Finance

Seton Catholic – Christine submitted a report – International students down – we lost one (went back to Vermont). Another student is coming from Spain at the end of October. Four more Thai students are coming at the end of October and possibly a Korean student.

Seton Academy – report submitted to the council prior. John Deon was not in attendance to discuss.

Fundraising

The Council discussed the Fundraising Policy submitted by Cheryl Kabeli prior. Mary Forbes had requested clarification with regard to the Booster Club. She had indicated that all monies go to the sports at the high school (ie. bussing, uniforms). They have a Golf Tournament each year to raise money for same. Do they have to share the money? Msgr. Duprey indicated that the main concern is the scrutiny of the IRS on where our Tax ID# is being used. Every group has to be organized and there should be at least two signers on every check (one being the principal) or we could incur massive fines. Pat McGill suggested an application process to be submitted to the principals for approval. Any club or entity requesting to have a fundraiser should submit an application so the principal(s) and development director can review it for approval or rejection. An account should not be issued unless a principal's name is on the account as a signer. Restricted funds will not become school funds if they are collected for a specific purpose, and only use it for that purpose (ie. the Booster Club). We are trying to minimize the amount of fundraising. For example – Model UN and the Prom Committee should not use a bigger fundraiser for their events. We have opportunities to raise money for clubs through a movie fundraiser, Chipotle, 50/50 raffle, bake sale, etc.. Everything should be approved by the principal prior.

Item #24 of the Fundraising Policy – we do have a stipend for Model UN – needs to be modified. Cheryl to work with Christine to modify per Msgr. Duprey. Item #7 should read and/or principal. Any fundraising goal of \$500.00 or higher should be approved by the principal(s).

Executive Session

There was no Executive Session

Topics for Next Meeting

Buildings and Grounds, Development, Finance, Fundraising.

Note: Service day is scheduled for Friday, October 13, 2017.

Adjournment

Adjournment at 7:12 P.M. Motion to adjourn Pat McGill; seconded by Fr. Tim; unanimously approved.

Next Meeting - Seton Catholic on Monday, October 16, 2017 at 6:00 P.M.