

## March 2018 BOE Meeting Reports

### March 2018 BOE Meeting - Athletic Boosters

#### Boys Basketball:

- The season wrapped up on February 25th with the finals at Assumption. Lourdes hosted the finals at Assumption.
- A big thank you to Dave Reilly, Steve Walzer, Steve McIntosh, Jennifer Preston, Haley Preston, and Brian Carber for their countless hours of working with the student-athletes and for another fun year of basketball and cheerleading.
- The sixth-grade team made it to the quarter-finals, seventh-grade to the semi-finals, and the eighth-grade team to the quarter-finals
- Tuesday, March 6th will be the end of the year meeting with the area athletic directors at All Saints. We will be looking at changing some rules for basketball and setting hosting dates for all sports for the 2018-2019 school year.

#### LCS Second Fun Run:

- As of March 4th, we are at 37 registrants for the race in April. Many families have sporting events such as soccer that will not allow families to be at the race and register. I would like some input in regards to either cancel or tie the race possibly into the fall festival weekend or beginning of the school year? The other option would be to keep the sign-up link open and see if anything changes by Thursday, but we would need to be at 120 registered and paid for, otherwise, we will be losing a substantial amount of money. Parents have been notified via email, church bulletin, as well as paper copies sent home in regards to the race. I would like to make a final decision on the race with board input at the board meeting in regards to a cancellation or change of date.

If there is anything that a board member would like to be addressed at the AD meeting on Tuesday, please let me know. I will be at the meeting on Thursday night. Have a great week!

Respectfully Submitted,

Alec Clark

**LOURDES H&S REPORT for LOURDES SCHOOL BOARD**  
**March 2018**

***Mission Statement: It is the mission of the Home and School Association of Lourdes Catholic School to support the school and all of those within through fundraising, volunteer coordination, and parental and parish involvement.***

**Community Development:**

Upcoming Events:

- Trivia Night (May 11<sup>th</sup>), Muffins with Mom (May 21<sup>st</sup>), Spring Cleanup (TBD), End of Year Picnic (TBD)

Recently Completed Events:

- Starry Night – March 3<sup>rd</sup> – Preliminary numbers are more than \$70,000 raised – may be best year ever, wonderful event put on by this committee.
- Catholic School's Week – January 28<sup>th</sup>-Feb 3<sup>rd</sup>, H&S did Buddy Lunch and Teacher Luncheon
- Pre-school Breakfast, Lunch and Dinner to attract new families
- Bingo night

**Administrative/Communication/Staff Support (Nicki Johnson/Jenny Grobstich/Jeni Favetti):**

- Working on nominations for 2018-19 Board Elections.

**Treasurer (Mary Guy):**

- YTD budget is attached.

**Volunteering (Brooke Heckinger/Carla Lemek):**

- Sending out letter or survey monkey to families asking them to report on volunteer hours so far this year.

**Hospitality (Lindsey Jennings/Kelly Kruck):**

- A busy last month with catholic school week and teacher conferences: Buddy lunch was a wonderful success as was the 3 teacher meals throughout those events. Thank you to all the families who donated food and the couple of moms who helped with clean up - it's so appreciated.
- Working on Muffins with Mom. Will need dads to help with setup, cleanup and babysitting.

**Room Parents (Meghan Cornish/Amber Edwards):**

- No new updates.

**Family Ambassadors (Angie Kaney/Anne Camarena):**

- New family entering LCS (family of 4 from Colorado), so getting them set up with a buddy family.
- Some of the marketing efforts that took place in Jan 2018 with hosting coffee, lunch and dinner for Pre-k could be family ambassador activities for 2018-19. Will be in discussions and planning for next school year.

**Publicity/Marketing (Kris Girsakis and others helping with Marketing):**

- Good turnout for various preschool events (Kris can add more details here).
- Working on a marketing plan for 2018-19 to ensure we can work within budgets and timelines - but was a great effort for our first time with more focused marketing.
- Lourdes article "Focus" to be included in article for Scott County publication (Ms. Alongi can add more details).
- Postcards mailed out to area surrounding LCS, Jefferson, and Mark Twain schools.
- Why Lourdes newsletter went out to 175 families every week in January.
- Why Lourdes two-sided bulletin insert for OLOL and SJV during Catholic Schools Week.
- QC Mom's Blog - exploring and considering an article or testimonial to feature LCS
- No new report.

**Fundraising (Donica Mocosak/Aimee Ruhl/Chrissy Hayes/Brooke Heckinger):**

**SCRIP – (Donica Mocosak/Kim Jondle)**

- \$9K left to earn in profit this year.

- Planning for move to Scripware and online SCRIP purchasing, but need volunteers to make this happen.

**Lourdes Starry Night Update (Chrissy Hayes)**

- See report above.

**Corporate Fundraising (Brooke)**

- Nothing new since last meeting.

**Monthly Restaurant Fundraising (Linda/Jessica)**

- Fundraiser night scheduled for wise guys Tuesday, March 20 5p-8pm....we NEED to encourage script...they give us 50% back with script!!
- Linda is working on McDonald's night too.

**Spirit wear (Linda)**

- Nothing new since last meeting.

**OTHER ITEMS:**

**UPCOMING MEETINGS:** Next meeting will be Wednesday, March 21<sup>st</sup> at the Bettendorf Public Library.

# Lourdes Home and School Association

## BUDGET VS. ACTUALS: 2017-18 BUDGET (COPY) - FY18 P&L

July 2017 - June 2018

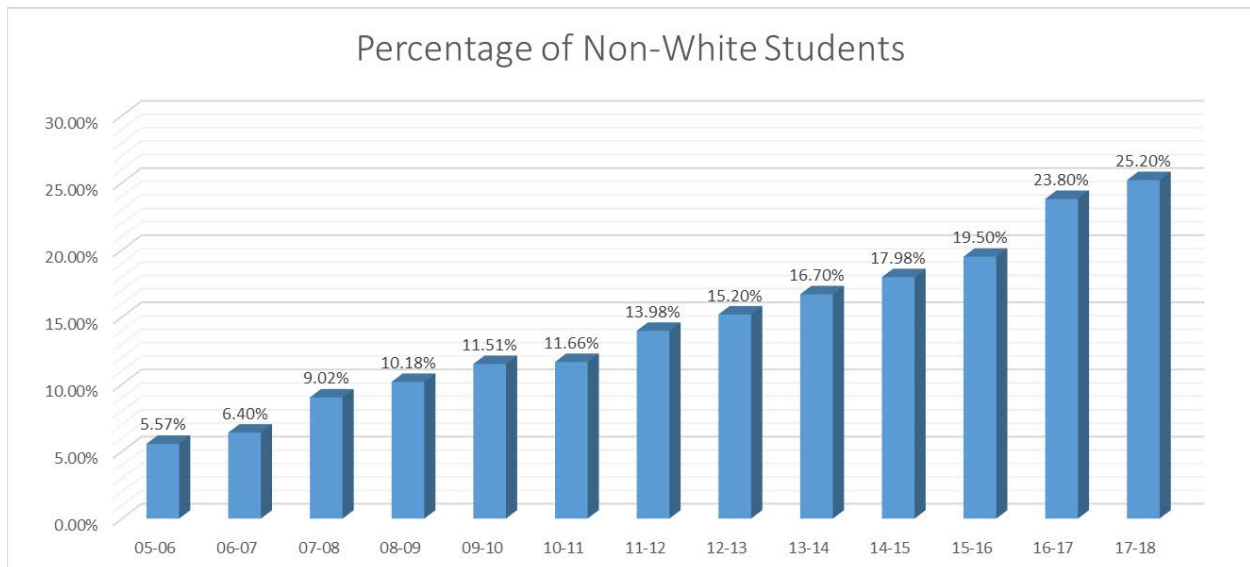
	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
Activity Fees				
Family Activity Fee	6,950.00	7,050.00	-100.00	98.58 %
Lego Robotics Fees Collected	420.00	300.00	120.00	140.00 %
<b>Total Activity Fees</b>	<b>7,370.00</b>	<b>7,350.00</b>	<b>20.00</b>	<b>100.27 %</b>
Book Fair Income				
Book Fair Expenses	-3,929.17	-6,500.00	2,570.83	60.45 %
Book Fair Income	3,908.78	6,500.00	-2,591.22	60.14 %
<b>Total Book Fair Income</b>	<b>-20.39</b>	<b>0.00</b>	<b>-20.39</b>	
Corporate Income				
Amazon Smile	123.66	50.00	73.66	247.32 %
Caps for a Cause	50.00		50.00	
Family Dine Out Nights	319.54		319.54	
General Mills- Box Tops	341.80	1,000.00	-658.20	34.18 %
Trunk or Treat Nights	158.00		158.00	
<b>Total Corporate Income</b>	<b>993.00</b>	<b>1,050.00</b>	<b>-57.00</b>	<b>94.57 %</b>
Drama Club Income				
Drama Club Admissions and DVD		400.00	-400.00	
<b>Total Drama Club Income</b>		<b>400.00</b>	<b>-400.00</b>	
School Supplies	250.00	227.00	23.00	110.13 %
Scrip				
Scrip Expenses	-141,687.62	-383,496.00	241,808.38	36.95 %
Scrip Income	149,189.68	400,000.00	-250,810.32	37.30 %
<b>Total Scrip</b>	<b>7,502.06</b>	<b>16,504.00</b>	<b>-9,001.94</b>	<b>45.46 %</b>
Spiritwear				
Spiritwear Sales	5,093.50	6,000.00	-906.50	84.89 %
<b>Total Spiritwear</b>	<b>5,093.50</b>	<b>6,000.00</b>	<b>-906.50</b>	<b>84.89 %</b>
St Nick's Workshop				
St Nick's Workshop \$\$\$ Received	3,302.00	3,500.00	-198.00	94.34 %
<b>Total St Nick's Workshop</b>	<b>3,302.00</b>	<b>3,500.00</b>	<b>-198.00</b>	<b>94.34 %</b>
Used Uniform Sales	526.00	400.00	126.00	131.50 %
<b>Total Income</b>	<b>\$25,016.17</b>	<b>\$35,431.00</b>	<b>\$ -10,414.83</b>	<b>70.61 %</b>
<b>GROSS PROFIT</b>	<b>\$25,016.17</b>	<b>\$35,431.00</b>	<b>\$ -10,414.83</b>	<b>70.61 %</b>
<b>Expenses</b>				
Donations				
Donation to the Church		8,000.00	-8,000.00	
<b>Total Donations</b>		<b>8,000.00</b>	<b>-8,000.00</b>	
Faculty Services				
Appreciation of Faculty				
Classroom Supplies	2,496.47	5,750.00	-3,253.53	43.42 %
<b>Total Appreciation of Faculty</b>	<b>2,496.47</b>	<b>5,750.00</b>	<b>-3,253.53</b>	<b>43.42 %</b>

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Hospitality	526.48	1,300.00	-773.52	40.50 %
Moby Max Online Learning		99.00	-99.00	
Splash Math	1,088.00	1,082.00	6.00	100.55 %
<b>Total Faculty Services</b>	<b>4,110.95</b>	<b>8,231.00</b>	<b>-4,120.05</b>	<b>49.94 %</b>
Operating Expenses				
Quickbooks Online	702.45	800.00	-97.55	87.81 %
Spiritwear Cost of Sales	3,135.20	4,000.00	-864.80	78.38 %
Supplies	110.00	150.00	-40.00	73.33 %
<b>Total Operating Expenses</b>	<b>3,947.65</b>	<b>4,950.00</b>	<b>-1,002.35</b>	<b>79.75 %</b>
Parent Services				
Family Ambassador Event		100.00	-100.00	
Father Jason Recognition		100.00	-100.00	
Parents In Prayer	31.00	100.00	-69.00	31.00 %
Principal's Day		100.00	-100.00	
Volunteer Recognition		200.00	-200.00	
<b>Total Parent Services</b>	<b>31.00</b>	<b>600.00</b>	<b>-569.00</b>	<b>5.17 %</b>
Student Services				
8th Grade Graduation		300.00	-300.00	
Academic Competitions				
A-Z Classroom Reading	109.95	110.00	-0.05	99.95 %
Lego Robotics	925.95	500.00	425.95	185.19 %
Miscellaneous Competitions		75.00	-75.00	
Mock Trial	175.00	200.00	-25.00	87.50 %
Spelling Bee	115.00	290.00	-175.00	39.66 %
<b>Total Academic Competitions</b>	<b>1,325.90</b>	<b>1,175.00</b>	<b>150.90</b>	<b>112.84 %</b>
Battle Books	453.04	450.00	3.04	100.68 %
Battle of The Books Prizes		200.00	-200.00	
Bingo Night	-335.79		-335.79	
Chess Club		50.00	-50.00	
Drama Club	338.38	1,500.00	-1,161.62	22.56 %
Field Day	307.18	2,200.00	-1,892.82	13.96 %
Fine Arts Club	190.92	750.00	-559.08	25.46 %
Guidance- Fruit of the Spirit	134.57	200.00	-65.43	67.29 %
Library		150.00	-150.00	
Middle School Events		250.00	-250.00	
Parish Festival Expenses	350.00	425.00	-75.00	82.35 %
Reading Counts		400.00	-400.00	
Red Ribbon Week	73.75	130.00	-56.25	56.73 %
Safety Patrol		150.00	-150.00	
St Nick's Workshop				
St Nicks Expenses	1,777.82	3,500.00	-1,722.18	50.79 %
<b>Total St Nick's Workshop</b>	<b>1,777.82</b>	<b>3,500.00</b>	<b>-1,722.18</b>	<b>50.79 %</b>
Student Council	60.00	70.00	-10.00	85.71 %
Variety Show		250.00	-250.00	
Visiting Author		1,500.00	-1,500.00	
<b>Total Student Services</b>	<b>4,675.77</b>	<b>13,650.00</b>	<b>-8,974.23</b>	<b>34.25 %</b>
<b>Total Expenses</b>	<b>\$12,765.37</b>	<b>\$35,431.00</b>	<b>\$ -22,665.63</b>	<b>36.03 %</b>

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
NET OPERATING INCOME	<b>\$12,250.80</b>	<b>\$0.00</b>	<b>\$12,250.80</b>	<b>0.00%</b>
NET INCOME	<b>\$12,250.80</b>	<b>\$0.00</b>	<b>\$12,250.80</b>	<b>0.00%</b>

## Assumption High School Report - 3/8/18

- Assumptions Spring musical (The Addams Family) is coming up. March 9th and 10th at 7:00 p.m. and March 11th at 2:00 p.m. General admission tickets will be available for purchase at the door. Tickets are \$10 for adults and \$8 for students and seniors.
- Response to the new online application process for the Family Tuition Plan has been very positive.
- The Saint Vincent's Center facilities committee met in Feb to discuss the next phase (Phase II) of development together with St Ambrose. At this time Phase II will consist of:
  - Field, large enough to play soccer and football games
  - Track, configuration and number of lanes to be determined later
  - Seating, number to be determined later
  - Lights, fencing, storage, rest rooms and concessions
  - Bridge, connecting Phase I and Phase II
  - Parking, number of spots to be determined later
- Andy Craig shared some data related to diversity at AHS and how this has changed over the years.



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- The following link is to a copy of the recent Scott County Catholic Schools E-Newsletter. At the bottom of the page there is a place where you can sign up to have it sent to you quarterly. <http://mailchi.mp/assumptionhigh/scott-county-k-12-catholic-schools-newsletter-jan2018-1139205?e=603338415d>
- There were a couple of “information nights” for potential incoming freshman. We hope that the incoming class will be a large one (there are 171 8<sup>th</sup> graders this year).
- The online application for tuition assistance via the Family Tuition Plan is located here... <https://www.assumptionhigh.org/familytuitionplan/> .

## **Teacher Report - March** **Sarah Snyder & Cayleah Willits**

### **School-Wide Highlights:**

- K-8 Parent/Teacher conferences went well. Thank you to Home and School for providing dinners in the lounge. Everything was wonderful!
- Valentine's Day parties were celebrated in each classroom on Tuesday, February 13th.
- K-8 grade students participated in our Ash Wednesday Mass. It was great to see so many families that morning sharing the service with their children.
- Teachers and K-8 students are taking part in weekly Stations of the Cross services each Thursday afternoon.
- Our school play, *Alice in Wonderland* was a big hit for parents, students, and teachers. There were two performances, one during the school day for all students, faculty, and staff and an evening performance for family and friends. Thank you to everyone who made the production a success by donating time and talent.
- Next Prayer Buddy activity is scheduled for March 23rd. Students will be making cards for Bishop Zinkula and focusing on the Fruit of Faithfulness.

### **Classroom Highlights:**

**Pre-School-** We have been talking about Noah's Ark into classes. We have also been making graphs.

**Pre-K-** Mrs. Gustafson - This week the kids will be sharing their "All about me" posters. We'll also be talking about dental health..... doing activities, watching a virtual tour of a dentist office. We're sending home toothbrushes (donated), timers for brushing and plastic teeth to put lost teeth in for the tooth fairy. March 28th the River Music Experience will be visiting all Pre-K students. March 29th Emma Gustafson, Angie's daughter, will be visiting and playing instruments for the students.

Ms. Winter - Last week we finished and submitted state assessments for all pre-k students.

This week we are learning about the letter M and doing all about me week! Students each made a Me Poster and we are sharing them with the class.

**Kindergarten-** In class we are learning about numbers 11-19, greater than, less than and finished up with addition and subtraction. We completed our Children's Bible and are almost done with our handwriting curriculum. We recently celebrated Dr. Seuss' birthday and talked about the joy in reading! This year is flying by and the kindergartners are learning and have learned so much!

**First grade** - Last week we celebrated Read Across America Day with fun Dr. Seuss activities and food. In Math, we have been learning how to add and subtract two-digit numbers. We just recently finished learning about different kinds of maps in Social Studies, and in Science we will be studying how light travels.



## **Teacher Report - March**

### **Sarah Snyder & Cayleah Willits**

**Third grade** - We have started working on fractions in 3rd grade. In Science we are starting the FOSS kit "Structures of Life." We will be planting seeds and working with crayfish.

**Fourth grade** - On March 1st, the students took a field trip to the Symphony. It was a great experience and the students enjoyed themselves. The fourth graders are learning about Energy in Science. They started their new FOSS kit on the March 5th. They have also been going over to the church to do weekly rosary prayers. The kids love the special quiet time praying together.

**Fifth grade** - On March 8th, Fifth Grade enjoyed the Addams Family musical at Assumption High School. This year should be a lot of fun with the added bonus of having a pizza lunch at the high school! In Religion, we are currently learning about the five different types of prayers and how we can pray at anytime; in the good times and bad times. When we get back from break we will be studying our Biography Unit in ELA and the Sun & Earth in Science! In addition, students continue to learn the ins and outs of how to work in a city to prepare them for BizTown on May 22!

**Middle School** - The Middle School ski trip to Snowstar went well. The students enjoyed themselves. The 38th Annual Dispatch-Argus Regional Scripps Spelling Bee was on Wednesday, February 21st at Augustana College Centennial Hall. Ada Tran represented Lourdes well and made it to the 3rd round. The Washington, D.C. parent meeting will be held at 6:00p in Mrs. Heck's room on March 22nd. It will be time for parents to starting signing students up for the trip after the parent meeting. Eighth grade has started practicing for Live Stations of the Cross. This will be performed on Wednesday, March 28th.

**Guidance (Mrs. Johnson)** - Eighth Grade students will attend the Career Fair held at Saint Ambrose University on Friday, March 9th. It is a great opportunity to students to explore a variety of future career options and talk with professionals in those fields of study.

# OLOL Parish Council Update to LCS FFB/ BOE – March 2018

OLOL Parish Strategic Initiatives		12-Feb-18
<b>1. Increase Participation &amp; Engagement</b>		
<u>Strategic Initiative</u>		<u>Owner</u>
1.1. Develop & publish a strategy for Parish Social Activities (large annual events & smaller recurring events)		Church Life Commission
1.2 Provide more visibility to parish events and make it easier to participate. Make it easier to find opportunities for engagement on short notice		Parish Council
1.3. Collaborate between church, school, and CCD		Faith Formation Commission & LCS Principal
<b>2. Cultivate Discipleship Among Parishioners</b>		
<u>Strategic Initiative</u>		<u>Owner</u>
2.1. Develop a path to discipleship: Encourage intentional discipleship and educate parishioners to develop personal relationships with God		Father Chris & Faith Formation Commission
2.2. Create plan to identify opportunities to make each Weekend Liturgy memorable for current parishioners & guests		Liturgy Commission
2.3. Establish a 4 year plan for major parish faith formation events		Faith Formation / Stewardship Commission
<b>3. Enable visible Outreach &amp; Evangelization</b>		
<u>Strategic Initiative</u>		<u>Owner</u>
3.1 Make it easier to participate in social action opportunities. Make it easier to find opportunities for engagement on short notice		???
3.2 Continue Social Action/ Outreach to the poor		Social Action Commission
3.3 Improve Marketing/Signage		???
<b>4. Proactively Maintain and Improve our Facilities</b>		
<u>Strategic Initiative</u>		<u>Owner</u>
4.1 Evaluate maintenance & compliance needs of current facilities		Father Jason
4.2 Evaluate needs of Catholic community in Bettendorf		Father Jason
4.3 Develop Facilities Proposals		Father Jason

## Last Regular Parish Council Meeting: 23 January 2018

- Pat McLaughlin attended with 2 scouts (Patrick Mooney, Joseph Starr) to provide update on Boy Scouts troop activities & accomplishments

## Next Regular Parish Council Meeting: 27 March 2018

- Commission Reports
- Strategic plan updates (Focus Topic: Cultivate Discipleship Among Parishioners)
- New Member Recruitment

## Parish Council Membership:

- Church Life Commission lead Kris Derscha has resigned her position.
- Current Commission Lead Vacancies:
  - o Church Life
  - o Family Life
  - o Faith Formation (currently being filled by Emily Andes as non-voting representative)

## Commission Updates:

- Faith Formation Commission:
  - o Forming Intentional Disciples book study completing. >60 people participated at different points. Survey about follow-up activities has been distributed
- Church Life:
  - o Fall Festival Date Reserved: 25 August 2018

## Parish Strategic Planning Initiative #4 – Proactively Maintain & Improve our Facilities:

- Bettendorf Catholic Needs committee kick-off meeting held on 28March at LCS Gym.
  - o Presentations from Parish Council, Bush Construction, Greg Adamson (Bettendorf Alderman), Fathers Crossen, Father Weber, and Father Vrba.
  - o Discussion on facts and open questions. Feedback is being compiled by Father Chris and will be reviewed at the next meeting
  - o Next meeting is 21March

## Faith Formation Commission Report

Emily Andes

3/8/18

### Adult Faith Formation

- Parish wide FORMING INTENTIONAL DISCIPLES book study and discussion groups wrapped up
  - Analyzing feedback from group participants via Google Form
    - 44% rated the book a 4 out of 5
    - Personal invites are very effective
    - There is a desire to learn more about discipleship, the bible, prayer, apologetics, and liturgy
    -
  - Followed up with group facilitator with a “thank you” lunch
- Working with FID groups and others to organize/run Lenten Soup Suppers
  - Mondays during Lent at 6 pm
    - **Feb. 19: RCIA** (Lead: Emily Andes) served approx 60 people and collected about \$360 in donations for Youth Ministry and Peru Chapel
    - **Feb. 26: Monday FID Group** (Lead: Kelly Wernke) served approx \_\_ and collected \$330 split between KC Can Drive and Outreach Socks and Underwear Drive
    - **Mar. 5: Thursday FID Group** (Lead: Angie Kaney) served approx 66 and collected just under \$200 for developing a Babysitting Ministry
    - **Mar. 12: Staff** (Lead: Sheryl Lackey)
    - **Mar. 26: LCS Middle School** (Lead: Andrea Riley)
- RCIA
  - Mondays at 6:30 in the RCR
  - Evangelization, formation, and support for preparing to receive sacraments at the Easter Vigil
    - In class and individually
    - Rites and Scrutinies of the Period of Purification and Enlightenment are happening during Lent. Powerful experiences for those in RCIA and a great witness to the entire parish community of the call to continual conversion for all Catholics, especially during Lent.

### Children/Youth/Family

- RE
  - Ongoing resourcing and support for Catechists and families
  - Lenten Service project: packing Easter baskets to distribute to area shelters
    - Pray over baskets
    - Fast by not eating the candy we put in
    - Give kids contribute to fund the project
- Sacramental prep
  - Working with Fr. Jason/Fr. Chris/families/LCS staff to make personalized plans for students who need to catch up on formation and sacraments as needed. (Ongoing item)
  - Dates for LCS and RE 2nd grade families...
    - **First Reconciliation Workshop**: Wednesday, Feb. 7th from 6-8 pm
    - **First Reconciliation Service**: Thursday, March 1st at 7:00 pm
    - **First Communion Workshop**: Wednesday, April 18th from 6-8 pm

- **First Communion Masses:** Saturday April 28 at 5 pm OR Sunday April 29 at 10:30am
- Children's Word
  - Weekly coloring sheets include topics for family conversation, activity, and prayer that set parents up to be the first and best catechists.
  - Planning a push to recruit and train new volunteers for this ministry before Easter
- Beginning VBS planning
  - Date: June 18-22
  - Marketing materials will come once we nail down the resource/theme for the week.

**3rd Reading:**

**ORIGINAL Policy 810B  
BUSINESS PROCEDURES**

**Tithing- Our Lady of Lourdes (OLOL) Students**

OLOL parishioners (parents/guardians) with children attending LCS are encouraged to tithe 52 weeks per year, as are all parishioners, to support the OLOL parish mission to provide Catholic education for any student wishing to attend LCS.

**PROPOSED (As amended during 2nd reading) Policy 810B  
BUSINESS PROCEDURES**

**Tithing - In-Parish Lourdes Catholic School Students**

Parishioners of Our Lady of Lourdes Catholic Church with students attending Lourdes Catholic School are required to tithe in accordance with the precepts of the Catholic Church, unless other arrangements have been made with the **Pastor**.

**3rd Reading:**

**ORIGINAL Policy 810C**  
**BUSINESS PROCEDURES**

**Contribution- St. John Vianney (SJV) Parish Students**

Parents/guardians of LCS students from the SJV Parish will be expected to pay the OLOL tuition rates. In order to qualify for the OLOL tuition rates, these families are encouraged to be faithful stewards to their faith community and meet any requirements set forth by SJV Parish. The tuition shall be paid to LCS.

**PROPOSED (as amended during 2nd reading) Policy 810C**  
**BUSINESS PROCEDURES**

**Contribution - St. John Vianney Parish Students**

Parents/guardians of Lourdes Catholic School (LCS) students from the St. John Vianney Parish will be expected to pay the In-Parish tuition rates. In order to qualify for In-Parish rates, these families must meet any requirements set forth by the **Pastor** of St. John Vianney parish. Tuition shall be paid to LCS.

## 1st Reading:

### ORIGINAL Policy 810D

#### BUSINESS PROCEDURES

##### Failure to Meet Financial Commitment

Lourdes Catholic School, the Faith Formation Board and the Finance Council of OLOL Parish are sensitive to the financial needs of parents/guardians who wish to have their children participate in the educational experience of Lourdes Catholic School.

If anyone is having financial difficulty or their financial situation has changed since they made their financial commitment, they need to talk to the Pastor to make other payment arrangements. Otherwise, the Parish Office Manager will contact the parents/guardians 30 days after the due date of payment, asking them to do so. When 45 days have passed after the due date for the payment, a reminder letter for immediate payment will be sent from a collection agency. At this time, the amount must be paid in full or a payment plan for the remainder of the year must be established with the Parish Office Manager. When 60 days have passed after the due date, a final letter will be sent by a collection agency. If the Parish office does not receive payment or hear from the parents/guardians within 10 days, the account will go to collections with a collection agency.

Parents/guardians with children enrolled in LCS, failing to pay the agreed financial commitment in any school year, will be prohibited from re-enrolling their child/children until all past financial commitments are paid in full.

With regard to Extended Care payment, if an account is past due over 30 days of invoice, arrangements must be made with the Parish office. The child cannot use the service until arrangements are made with the Parish office. Parents are required to sign a "contract" stating that they have read and understand this policy. If an account is past due more than 30 days more than once, the family must pre-pay in order to be accepted into the program.

### PROPOSED Policy 810D

#### BUSINESS PROCEDURES

##### Failure to Meet Financial Commitment

Lourdes Catholic School, the Board of Education and the Finance Council of Our Lady of Lourdes Parish are sensitive to the financial needs of parents/guardians who wish to have their children participate in the educational experience of Lourdes Catholic School.

If anyone is having financial difficulty or their ~~financial-monetary~~ situation ~~has changed~~ ~~has changed since they made their financial commitment~~, they need to talk to the Pastor to make other payment arrangements. Otherwise, the ~~Parish Office~~ Business Manager will contact the parents/guardians 30 days after the due date of ~~invoice payment, asking them to do so~~. When ~~an invoice is~~ 45 days ~~have~~ passed ~~after~~ the due date ~~for the payment~~, a reminder letter for immediate payment will be sent ~~from a collection agency~~. At this time, the amount must be paid in full or a payment plan for the remainder of the year must be established with the ~~Parish Office~~ Business Manager. When ~~60 no arrangement has been made or payment received, a demand letter will be sent from the Business Office. If 60 days have passed after the due date, a final letter will be sent by a collection agency. If~~ parents/guardians fail to respond after 10 days the account ~~f the Parish~~

~~office does not receive payment or hear from the parents/guardians within 10 days, the account will be turned over to go to a collections with a collection~~ agency.

Parents/guardians with children enrolled in LCS, failing to pay the agreed financial commitment in any school year, will be prohibited from re-enrolling their child/children until all past financial commitments are paid in full.

With regard to ~~child~~Extended cCare ~~payment, services,~~ if an account is 30 days past due ~~over from 30 days date~~ of invoice, arrangements must be made with the ~~Parish office~~Business Office. The child ~~will not be able to use child care services cannot use the service until~~ payment arrangements are ~~made made with the Parish office~~. Parents are required to sign a "contract" stating that they have read and understand this policy. If an account is continuously past due more than 30 days ~~more than once~~, the family must pre-pay in order to be accepted into the program.



**1st Reading:**

**ORIGINAL Policy 810E**

**BUSINESS PROCEDURES**

**Tuition Refund**

Tuition for the current month attended is nonrefundable.

**PROPOSED Policy 810E**

**BUSINESS PROCEDURES**

**Tuition Refund**

A student attending any part of an academic month is not eligible for a tuition refund for that period. Refunds will be based only on unused school months. Fees are nonrefundable.

# Marketing Committee Report

## 3/6/18

### **Marketing Projects:**

#### Website Redesign (Spring-Summer)

- Picked a Vendor
- Next Step is Meet with Web design company to discuss next steps

#### Direct Mail Postcards to targeted school districts

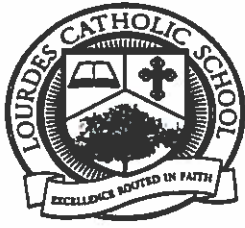
- Direct Mail Cards Designed
- Mailed to nearby School districts
- Narrowed to families with School Aged Children

#### Mom Blog Feature Story (spring)

- 2 Stories have been written
- Need to decide when/if we plan to move forward

#### Develop 2018-2019 Marketing Strategy (Spring)

- Plan to meet in the Spring to develop a detailed plan for next year
- When Marketing pieces will roll out
- Who will implement it
- Working on Projects at least 3 months before the roll out
- Create a strategy that can be used year after year with minor changes



# Lourdes Catholic School

Academics ♦ Faith ♦ Community

## Principal's Report to the Board of Education March 8<sup>th</sup>, 2018

### 2017-18 registration as of 3/8/2018: (K-8 223; PS-8 334)

K = 24	3 <sup>rd</sup> = 21	6 <sup>th</sup> = 24	3day PS (3-yr) = 16 (full)
1 <sup>st</sup> = 32	4 <sup>th</sup> = 23	7 <sup>th</sup> = 19	2day PS (3-yr) = 15 (1 open)
2 <sup>nd</sup> = 24	5 <sup>th</sup> = 30	8 <sup>th</sup> = 26	Prek AM = 32 (full)
			Prek PM = 32 (full)
			PS/PreK PM = 16 (full)

\*Curoe family (four) will be starting March 19 (grades 1, 4, 5, and 7)

### 2018-19 registration as of 3/7/2018:

K = <u>29</u> (22)	3 <sup>rd</sup> = <u>22</u> (24)	6 <sup>th</sup> = <u>18</u> (24)	3day PS (3-yr) = <u>10</u> (16)
1 <sup>st</sup> = <u>15</u> (20)	4 <sup>th</sup> = <u>16</u> (21)	7 <sup>th</sup> = <u>18</u> (23)	2day PS (3-yr) = <u>3</u> (16)
2 <sup>nd</sup> = <u>31</u> (32)	5 <sup>th</sup> = <u>20</u> (22)	8 <sup>th</sup> = <u>16</u> (18)	Prek AM = <u>32</u> (full)
			Prek PM = <u>23</u> (48)

underlined = # paid registration fee / (# expected by August)

### There are openings in all grades for next year (2018-19) except AM PreK.

- Online registration has started; on March 22 parents can use school devices to register online in library.
- Updates on enrollment for fall will be provided at each board meeting.

### Leadership of School Culture and Instruction:

1. The school play Alice in Wonderland was "wonderful" and really highlighted all of the talent our students possess. **Thank you** to Mrs. Lowe, John Resnick, and Thomas Resnick for their leadership, and to the large number of parents who assisted. We could not have pulled this off without the team effort! ☺
2. Scott County Catholic Schools Advisory Board will meet Monday night, March 12.
3. The grant committee is working on a grant for replacing classroom furniture (student desks and chairs) to submit for the spring SCRA grant cycle. **Thank you** to the grant committee for their work on this!

### Managerial Leadership:

1. **Requesting board approval** to post full-time SAM position to start next school year (2018-19). Please see attached information for consideration.
2. Long term sub Christa Merritt will instruct 7<sup>th</sup> and 8<sup>th</sup> graders in Religion class part time from March 19 until the end of the school year. **Thank you** to Mrs. Merritt for agreeing to help us out this year!

3. Jeyson Seneli will have a short-term teacher contract for March 19 until June 1 to instruct 7<sup>th</sup> and 8<sup>th</sup> grade Spanish for the remainder of the school year. **Thank you** to Mr. Seneli for coming on board for the remainder of the year!
4. I met with Sheryl and Linda Wastyn to narrow down our focus on grants that Linda will attempt to secure for us. I have made initial contacts with two possible funders so far.

Public Relations/Marketing Leadership:

1. Curoe family toured Feb. 27, and shadowed Wednesday, Feb. 28. The family is very excited to start at Lourdes on March 19.
2. A student will shadow in Mrs. Paul's room on March 9. He may enroll at Lourdes for next year.
3. Nearby Asbury Preschool is closing its doors at the conclusion of this school year. I reached out to Asbury to congratulate them on 50+ years of providing excellent early childhood education, and to ask if I could drop off flyers for our preschool/prek programs.

Faith Formation Leadership:

1. Stations of the Cross are scheduled March 8 2:00 and March 22 2:30.
2. Living Stations of the Cross is scheduled Wednesday 1:30 organized by Parents in Prayer (PIP). **Thank you** to PIP for organizing and carrying out this meaningful event.

One item related to a student issue for closed session.

## **Lourdes' need for a School Administrator Manager (SAM)**

An analysis of my work days (generally 8:00-4:00) has revealed that I spend a minimal amount of time on instructional leadership and faith-based leadership activities, approximately less than 14%. Best practice would indicate that a majority of my time, or certainly over 50% of my time, should be spent on instructional leadership and faith-based leadership action. About 86% of my time is spent on a combination of student behavior correction and administrative/managerial tasks.

In addition, I spend a great deal of time on leadership activities beyond the typical work day, which includes early morning meetings, night meetings, night events, and weekend meetings or events. I have not done an analysis of those activities to determine portions of this time is instructional, administrative, marketing, and/or faith-based.

**The following page** is a general list of administrative activities. Currently, all are solely my responsibility. However, with the additional of a SAM, I would be able to delegate many of these responsibilities, thus freeing me up to spend more time on instructional leadership and faith-based leadership activities. Not all specific duties have been identified, as would work with the strengths of the individual to ensure we complement each other. Items with an asterisk (\*) indicate items that would be shared between the SAM and myself.

Use of a full time SAM has been proven successful. Research by Policy Study Associates in 2011 determined that principals who have a full-time SAM gained the equivalent of 27 extra days of instructional leadership time in their first year with a SAM. By the 3rd year, the gain in instructional leadership time exceeded 55 days.

**Principal:**

- Formal observations of teachers
- Pre-observation and post-observation conferences with teachers
- Reviewing lesson plans – weekly and long-range
- Instructional meetings with individuals and/or groups (i.e. staff, PLC)
- Decision-making meetings
- Oversee school budget accounts
- Approve expenditures
- Supervision of all staff
- Placement & monitoring of practicum & student teachers
- Parent contacts – positive
- Hiring: reviewing applications, gathering interview team, setting up interviews, conducting interviews, calling references
- Documentation of staff matters
- Board of Ed meetings
- Strategic planning meetings (nights; weekends)
- Feeding the faith – students, staff, OLOL/SJV community
- Marketing efforts – speaking; visible
- Oversee IEPs
- Oversee in-school academic support
- Instructional coaching
- Oversight of extended care programming
- Observations of non-teaching staff\*
- Classroom walkthroughs\*
- Lead/Serve on Building Leadership Team (BLT)\*
- Professional development\*
- Curriculum mapping & alignment\*
- Assessment planning and analysis\*
- Supervision of students (hallways\*, lunch\*)
- Parent contacts – informational/problem solving\*
- Night meetings (H&S, Scott Co Adv.)\*
- Marketing efforts – print (newsletters, bulletins)\*
- Specials scheduling\*

**Delegate to SAM:**

- Student discipline conferences
- Documentation of student discipline
- Supervision of student consequences (i.e. recess detention)
- Oversee 504 plans
- Academic and/or behavior assessments (i.e. Time on Task)
- Oversee Title programs (IIA and III)
- Mentoring new teachers/staff
- Oversee Junior Achievement
- Oversee FOSS Kit management
- Oversee scheduling of events with rectory
- Event planning (CSW, AHS, Spelling Bee, roundup, Starry Night, Field Day)
- Support to Booster committee
- Assist with duties (morning, etc.)
- Serve as primary contact for disciplinary issues beyond scope of teacher and guidance counselor
- Disaster preparation and drills
- Oversight of student health and health aide
- Organize K-8 PT Conferences
- Observations of non-teaching staff\*
- Classroom walkthroughs\*
- Lead/Serve on Building Leadership Team (BLT)\*
- Professional development\*
- Classroom walkthroughs\*
- Curriculum mapping & alignment\*
- Assessment planning and analysis\*
- Supervision of students (hallways\*, lunch\*, study hall)
- Parent contacts – informational/problem solving\*
- Night meetings (BOE, H&S, Scott Co Adv.)\*
- Marketing efforts – print (newsletters, bulletins)\*
- Specials scheduling\*

# BUSINESS MANAGER REPORT

MARCH 8, 2017

BOARD OF EDUCATION

- 1) Preliminary Financial Statement
  - a. February 2018 – total school income \$128,378
    - i. \$41,033 received in 4yr, EOF – grants
    - ii. \$2000 H&S software upgrade
  - b. Total school expenses \$171,452
  - c. Net Loss for School (\$43,074)
- 2) Surplus/Loss Year to Date LCS
  - a. Total Income \$1,317,847 Budget \$996,164
  - b. Total Expense \$1,427,806 Budget \$1,321,625
  - c. Net Loss (\$109,959) Budget (\$325,461)
- 3) Checking Balance @ 2/28/2018 (not reconciled):
  - a. Booster \$2,413
  - b. H&S Fundraising \$29,235
  - c. H&S \$5,287
- 4) Scrip Balance @ 2/28/2018 (not reconciled):
  - a. Checking \$29,235
  - b. Inventory \$39,730
- 5) Liabilities
  - a. \$16,335 prepaid next school year
  - b. \$3419 DC Fundraising
- 6) Building Maintenance
  - a. Boiler repairs in February
  - b. Awaiting invoices roof leak and clean up Mrs Rutledge and PAC
  - c. Heater repairs Mrs Robinson room invoices pending
- 7) Account Receivables
  - i. BASC billing – sent 3/6/18
  - ii. Bernadette Rodts (Receivable Clerk) is full time as of 3/5/18
- 8) JMC Lunch updates
  - a. 3/6/2018 lunch reminders went out
  - b. Statements will be sent on 15th

## 4 Year Old Preschool Grant Program 2017-2018

Month	Amount	Report Submitted	Check Received
July	\$12,290.78	10/06/17	11/10/17
August	\$15,165.48	10/20/17	11/10/17
September	\$21,515.57	11/17/17	12/07/17
October	\$20,667.39	12/11/17	01/10/18
November	\$20,818.45	12/18/17	01/10/18
December	\$21,213.44	02/02/18	02/26/18
January	\$19,819.11	02/12/18	02/26/18
February			
March			
April			
May			
June			
<b>TOTAL</b>	<b>\$ 131,490.22</b>		

<u>SWVPP</u>	<u>Not 4 Yr Funding</u>	<i>Combined 3 day PreS</i> <u>Not 4 Yr Funding</u>	<i>Combined 4 day PreS</i> <u>Not 4 Yr Funding</u>
\$3,134.36 x 61	\$2,400 X 6	\$1900 x 4	\$2400 x1
\$191,195.96	\$14,400.00	\$7,600.00	\$2,400.00

		<b>PAID</b>	<b>REMAINING</b>
\$17,207.64	Admin Cost	\$17,207.64	\$ .00
\$173,988.32	Program Cost	\$114,282.58	\$59,705.74



# Lourdes Catholic School

BUDGET VS. ACTUALS: 2017-2018

February 2018

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
<b>Total Income</b>			<b>\$0</b>	<b>0%</b>
GROSS PROFIT	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0%</b>
Expenses				
<b>Total Expenses</b>			<b>\$0</b>	<b>0%</b>
NET OPERATING INCOME	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0%</b>
Other Income				
42000 School Income				
42001 Tuition	28,453	39,120	-10,667	73.00 %
42002 Registration Fees	325	1,438	-1,113	23.00 %
42003 Other Fees (Band)	-0	625	-625	-0.00 %
42004 Transportation	500	1,250	-750	40.00 %
42005 Extended Care Fees	23,395	17,339	6,056	135.00 %
42006 Gifts and Donations				
42006.A Gifts and Donations	445	890	-445	50.00 %
42006.B SJV Support	3,311	5,190	-1,879	64.00 %
42006.C Matching Gifts	1,000	892	108	112.00 %
<b>Total 42006 Gifts and Donations</b>	<b>4,756</b>	<b>6,971</b>	<b>-2,215</b>	<b>68.00 %</b>
42007 Fundraisers LCS	2,000	833	1,167	240.00 %
42008 Grants and Funds (EOF/4Yr/FKM)				
42008.A EOF		7,807	-7,807	
42008.B 4 Yr Old Preschool Grant	41,033	16,608	24,425	247.00 %
42008.C Health Insurance		867	-867	
42008.D SCRA		5,601	-5,601	
42008.E Father Ken Martin & Misc	22		22	
42008.H CEBI, Comm Foundation, & Other		250	-250	
<b>Total 42008 Grants and Funds (EOF/4Yr/FKM)</b>	<b>41,055</b>	<b>31,132</b>	<b>9,923</b>	<b>132.00 %</b>
42009 Bequests & Memorials	50		50	
42010 Preschool Tuition - 2 day 3 day	3,862	4,667	-804	83.00 %
42013 Refunds and Reimbursements	72	246	-173	29.00 %
42014 Other Instr, Tech, Admn Fee Income	190	725	-534	26.00 %
42018 Pre K Documentation		733	-733	
42019 Before and After Care	4,963	3,363	1,601	148.00 %
42020 Student Lunch Income	5,531	6,635	-1,104	83.00 %
42021 Faith Friday	75	233	-158	32.00 %
42022 Student Activities		792	-792	
42023 Before/After Care Registration		90	-90	
42024 Extended Care Registration		79	-79	
<b>Total 42000 School Income</b>	<b>115,228</b>	<b>116,270</b>	<b>-1,042</b>	<b>99.00 %</b>
42800 Other Associated School Organizations				
42026 Scrip	11,726		11,726	

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
42865 Booster Income	1,424		1,424	
<b>Total 42800 Other Associated School Organizations</b>	<b>13,150</b>		<b>13,150</b>	
<b>Total Other Income</b>	<b>\$128,378</b>	<b>\$116,270</b>	<b>\$12,108</b>	<b>110.00 %</b>
Other Expenses				
52120 Salary Expense				
52121 Administration	21,835	18,870	2,966	116.00 %
52122 Instructional - Lay	52,419	52,342	76	100.00 %
52124 Instructional - Substitute	6,450	2,117	4,333	305.00 %
52125 Operational Wages				
52125.A Building, Equipment & Grounds Wages	2,397	1,939	458	124.00 %
52125.B School Custodial Wages	873	917	-44	95.00 %
<b>Total 52125 Operational Wages</b>	<b>3,270</b>	<b>2,856</b>	<b>414</b>	<b>114.00 %</b>
52126 Employer Tax Expense	8,370	8,593	-223	97.00 %
52128 Retirement Benefits	2,391	2,358	33	101.00 %
52129 Other Benefits				
52129.B Continuous Education Reimbursement	25	50	-25	50.00 %
52129.C AHS Tuition Assistance		83	-83	
<b>Total 52129 Other Benefits</b>	<b>25</b>	<b>133</b>	<b>-108</b>	<b>19.00 %</b>
52130 Iowa Catholic Conference UE		133	-133	
52131 Food Service Wages	2,379	2,179	199	109.00 %
52134 Other School Personnel	6,625	6,319	306	105.00 %
52136 Preschool Wages	14,337	12,017	2,320	119.00 %
52137 Extended Care Wages	11,831	15,462	-3,631	77.00 %
<b>Total 52120 Salary Expense</b>	<b>129,930</b>	<b>123,378</b>	<b>6,552</b>	<b>105.00 %</b>
52127 Employee Insurance Expense				
52127.A School Employee Insurance Benefits Exp	4,899	3,020	1,879	162.00 %
<b>Total 52127 Employee Insurance Expense</b>	<b>4,899</b>	<b>3,020</b>	<b>1,879</b>	<b>162.00 %</b>
52237 Diocesan Insurance Fund LCS		2,417	-2,417	
52240 School Administration Expense				
52241 Staff Development		100	-100	
52242 Health Expense	127	38	89	338.00 %
52243 Professional Fees	707	300	407	236.00 %
52244 Public Relations	150	250	-100	60.00 %
52245 Office Supplies	57	458	-401	12.00 %
52246 Postage		67	-67	
52247 Furnishings		167	-167	
52248 Equipment Maintenance/Repair				
52248.A Copier Lease/Maint. -Xerox & Riso	636	588	48	108.00 %
52248.B Xerox & Riso-Overages		40	-40	
52248.C Water Treatment Program		188	-188	
52248.D Inspection/Testing Fire Extinguishers		42	-42	
52248.E HVAC	3,947	750	3,197	526.00 %
52248.F Plumbing Repairs	27	100	-73	27.00 %
52248.G Electrical Repairs		167	-167	
52248.H Food Program Equipment Repairs	140	100	40	140.00 %
52248.Z Other, Small Equipment		100	-100	
<b>Total 52248 Equipment Maintenance/Repair</b>	<b>4,749</b>	<b>2,075</b>	<b>2,674</b>	<b>229.00 %</b>

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
52249 Technology Expenses	974	1,059	-85	92.00 %
52250 Transportation	2,084	2,000	84	104.00 %
52252 Fundraising Expense		83	-83	
52255 AHS Scholarship & Other Expense	44	375	-331	12.00 %
52256 Refunds and Reimbursements	67		67	
52258 School Hospitality		67	-67	
52259 Yearbook Expense		35	-35	
52272 LCS Lunch Program Expenses	4,333	4,013	320	108.00 %
52273 Bad Debt Expense	5	417	-412	1.00 %
52274 Bank Charges		17	-17	
52373 Faith Friday		233	-233	
<b>Total 52240 School Administration Expense</b>	<b>13,297</b>	<b>11,752</b>	<b>1,545</b>	<b>113.00 %</b>
52360 Instructional Expense				
52361 Staff Development		150	-150	
52362 Student Activities	378	792	-413	48.00 %
52363 Extracurricular Expense		417	-417	
52363.B Music/Band/Choir	130		130	
52363.Z Other	261		261	
<b>Total 52363 Extracurricular Expense</b>	<b>391</b>	<b>417</b>	<b>-26</b>	<b>94.00 %</b>
52364 Educational Materials	88	833	-746	11.00 %
52365 Instructional Supplies		458	-458	
52366 Teaching Supplies/Paper	1,311	208	1,103	629.00 %
52367 Media/Library Expense		100	-100	
52368 Other Expense		83	-83	
52369 Ext Care Bldg Expense		83	-83	
52370 Extended Care & BASC Expense	1,580	2,417	-837	65.00 %
52371 4 YR Preschool Expense	1,250	1,667	-417	75.00 %
52372 3 YR Preschool Expense		83	-83	
<b>Total 52360 Instructional Expense</b>	<b>4,997</b>	<b>7,292</b>	<b>-2,294</b>	<b>69.00 %</b>
52480 Plant Operation Expense				
52481 Utilities				
52481.A Gas & Electricity	4,036	3,333	703	121.00 %
52481.B Water	211	167	44	126.00 %
52481.C Sewer		108	-108	
<b>Total 52481 Utilities</b>	<b>4,247</b>	<b>3,608</b>	<b>639</b>	<b>118.00 %</b>
52482 Telephone	100	100	0	100.00 %
52483 Custodial Supplies	806	917	-111	88.00 %
52484 Contracted Services				
52484.A Trash & Recycling	198	185	13	107.00 %
52484.B Pest Control		120	-120	
52484.C Lawn Care		147	-147	
52484.D Snow Removal	3,093	417	2,676	742.00 %
52484.E Janitorial Services	3,900	3,250	650	120.00 %
52484.F Fire Alarm		292	-292	
52484.G Security		100	-100	
52484.H Floors		375	-375	
52484.J Bottled Water	116	27	89	428.00 %

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
52484.K Credit Card Management	527	539	-12	98.00 %
52484.M QB Payment Management	454	425	29	107.00 %
<b>Total 52484 Contracted Services</b>	<b>8,287</b>	<b>5,877</b>	<b>2,410</b>	<b>141.00 %</b>
52485 Building Maintenance & Repair		1,182	-1,182	
52486 Extraordinary Repairs		5,601	-5,601	
52490 Grounds Maintenance & Equipment		59	-59	
<b>Total 52480 Plant Operation Expense</b>	<b>13,440</b>	<b>17,344</b>	<b>-3,905</b>	<b>77.00 %</b>
52800 Other Associated School Organization Expense				
52862 Scrip Expense	17		17	
52865 Booster Expense	4,872		4,872	
<b>Total 52800 Other Associated School Organization Expense</b>	<b>4,889</b>		<b>4,889</b>	
<b>Total Other Expenses</b>	<b>\$171,452</b>	<b>\$165,203</b>	<b>\$6,249</b>	<b>104.00 %</b>
NET OTHER INCOME	<b>\$ -43,074</b>	<b>\$ -48,934</b>	<b>\$5,860</b>	<b>88.00 %</b>
NET INCOME	<b>\$ -43,074</b>	<b>\$ -48,934</b>	<b>\$5,860</b>	<b>88.00 %</b>