

Opening of Meeting:

- **Call to Order:** Liz Christofylakis at 6:30pm
- **Prayer:** Liz Christofylakis
- **Roll Call:**

In attendance: Liz Christofylakis, Beth Lind, Marissa Demir, Connie Cassiani, James Galanis, George Argires, Dr. Maria Douros (via Zoom)

Not present: Fr. Chris Avramopoulos, Jim Stavrou, Elliot Danos, Dean Korolis

School Board Chair Opening Remarks:

Great to see kids in the building and hearing from administration how it's nice having the kids back and getting into the routine of things. Stressed the importance of the school's mission: One School, One Heart and how everyone needs to support one another at every level, show mutual respect to all, and be held accountable in keeping the mission of the school.

Community Comments (if applicable):

No comments

Head of School Report: Beth Lind (interim)

Enrollment:

- Current school enrollment 195 students; no changes

Facilities/Buildings & Grounds:

- Update on Roof & HVAC:
 - Roof: finishing up trim work; unknown date of completion; once this is completed Dennis will be contacted to clean the fire alarm sensors.
 - HVAC: there are remaining ducts that need to be checked; the compressor for the classroom has not been returned to install. There are items in the mechanical room that need to be picked up. Inspections for both HVAC and roof need to be done and will be done by the village but not until the completion of projects.
- Ceiling tiles: Ceiling tiles have been completed. There are some that need to be replaced due to being dirty. Ceiling tiles have been ordered for the janitors closet. Once they come in, they will be installed.
- Lighting:
 - Classroom lights project has started and will continue on one side of the building and then will be moved to the other side. This is an ongoing project.

- Locker Rooms - will also receive new lights
- Playground: decisions are being made to have the rubber mulch delivered and fence will need to be put in during the spring. Quotes will need to be garnered for the fence with a timeline.
- Makerspace: current project on hold as the construction can only take place during school breaks. A project manager will be needed to follow through with this project.
- Window is to be installed in the nurse's office; Mrs. Lind has reached out to Telly Visvardis and Pete Kaftantzis about putting in the window in the nurse's office.
- Jim Stavrou will have banners hung once the roof is completed.
- Intercom system: bells are working; the intercom still needs to be adjusted
- When all projects are completed, the installers will be contacted to install the interactive T.V. in the ELA classroom.
- Suggestion was made by Fr. Chris to Mrs. Lind about having a project manager for any future projects at Korae

Staffing:

- Mr. Julius Robles, MS Math, resigned and Mrs. Ruggiero will be taking his place until the end of the calendar year. The administration is working with local universities seeking out candidates
- Student from Saint Xavier University will begin practicum in the kindergarten classroom next week

Parent Outreach:

- A middle school meeting was held on 9/18 with Mrs Lind, Mrs. Grachan, and Fr. Chris announcing the resignation of Mr. Robles as well as the behaviors and expectations of all middle school students
- The final curriculum presentation was held for 4th grade parents today

Curriculum Updates:

- Map testing will conclude by Friday and results sent home by September 27
- SEL program-Wayfinder-will begin being implemented before the holidays
- 7th & 8th grade interest shown for the Washington D.C. trip; the trip is scheduled for April 3-5, 2025
- One remaining parent volunteer meeting left on Oct. 22 @ 6:30pm
- School events to be shared with the church
- No alumni updates

New Business

- Business Fiscal Policy:
 - Operating cash flow at the start of school year is a struggle for both school and church
 - Money is being spent in the summer months for STEAM camp, maintenance, buying curriculum materials for the next year; need to figure a solution for cash, cannot be cash short during the summer months;

curriculum is the biggest cost for school and then salaries; most staff are on a 12 month pay period except for 1; endowment used for school curriculum but then replaced via payments

- Bulk of tuition is collected in November and March, which is approximately \$100,000
- FACTS is used to help measure payments accurately- every month of the year, scheduled payments, what type of payment (Invoice, credit card, ACH). Liz will get a report on how people are paying via FACTS, which is also used by most private schools for tuition and collection.
- Tuition Payment Plan for 24/25-looking into a 12 month schedule, unless paying in full
- Enrollment will begin earlier this year for the 25/26 school year
- 12 month schedule unless paying tuition in full; there will be a tuition overlap in June only for the first year. For example, final tuition payment of 24/25 year ends in June then have another payment in June to begin the 25/26 tuition payment; possibility of breaking up the extra monthly payment throughout the 12 months. Squeeze would be June, July, August.
- Tuition option would be to pay in full or 12 months for the new school year and figure how to possibly spread out the June double payment for the one year. There will be no negotiation on payment plans, it's one or the other Anyone registering after school begins will have to pay June and so on up front to catch up to whatever month they are registering in
- The goal as part of the strategic plan of the school is to reestablish the Fr. Byron Tuition Assistance Program
- Motion made for specific 25/26 tuition payments to begin in June of 2025 with either full payment made or on 12 month payment. Connie and Maria make motion, with all in favor of said motion, for a 12 month pay plan or full payment for the 25/26 school year that begins in June 2025 and with an addendum of double payment for those needing assistance.

Closing Comments

School Board Chair-Liz Christofylakis

- **Hot Lunch Update**
 - Kids are having fun eating and enjoying their food; they are using skills that they aren't used to doing; you see the big kids helping the little ones
 - 120-140 meals per hot lunch, numbers a bit higher than what hot lunch used to be
 - Good variety of food
 - 2 more hot lunches left for the month of September
 - The ordering system will be changed for October; will be working with Despina to change the school store for hot lunch ordering to allow for multiple items to be purchased in the cart

- If a child is on a field trip on a hot lunch day, the lunch will be credited...email to follow regarding this
- If a child is absent, no money returned
- Any and all leftover lunches are not kept, nor allowed to be kept
- Lunch monitor meeting was pushed back to September 30th at 8:45 and 3:15; if interested can sign up through Sign-Up Genius; Lunch monitors will be chosen for the October hot lunch
- Lunch monitors may carry trays out to tables but will NOT be serving the food, they will collect tickets, help students when needed (i.e. picking up spills), tray system, clean food trays at the end of lunch.
- Lunch monitors will start at 11 and end around 12:45-1:00 and feedback will be solicited from them
- October Hot Lunch Menu will be out by the week of September 23
- Online portal should give a mandatory spot for child's name and grade

➤ KFSA Update

- Koraes Family School Association (KFSA) is the new organization name
- Everyone needs to understand that the Koraes School Board is a committee of the Sts. Constantine and Helen Greek Orthodox Church's Parish Council and that the KPTA is a subcommittee of the Koraes School Board
- There is no more KPTA but all of the previous KPTA events are still being held; First event will be the Fall Fest on October 25th; request must be in by September 21st
- Two staff members are needed for Fall Fest; they would be paid for 2 hours of their time to help with supervision and make sure everyone is safe. If there is no staffing there will be no Fall Fest
- Security would be needed for the three hour event but the position is only a paid 2 hour position, therefore the last hour will get paid out but as a loss to the school.
- Want manageable events where kids have fun but also not having something that can't be guaranteed to be safe and well-structured.
- Option to have Trunk-or-Treat instead of Fall Fest
- Event form addendum-staff required on event
- Book Fair-volunteer list has gone out
- Event chairs are ones who showed interest for events and are chosen but all parents are invited.
- Any funds raised for events go into the operating costs of the school.
- KPTA money has been in the school restricted fund.
- Any event run by Koraes makes Koraes liable; therefore, If a child misbehaves during the Fall Fest or an event, that child will have consequences that will be given from Koraes administration

- In the October meeting a discussion will be held on what the KFSA will look like; will come up with a framework/structure of how it is going to be organized, and what events will be like
- Aiming for a healthy and robust organization to be running by January

➤ 115th Anniversary

- Church is celebrating its 115th Anniversary and the school celebrates its 114th Anniversary of existence
- Event to take place on Saturday, September 28th
- This is to celebrate the parish as well as the school
- Dinner is capped to 300 people, we cannot accommodate more than 300 people. Currently there are 200 reservations.
- Cost of the tickets is \$75/person; there will be a D.J. and Ormi playing the event. MC is Basile, the comedian. Appetizers, 5-course meal, and cocktails; glow party for the kids
- Renovation of the East Room has been completed. It has been dedicated and the name changed to Graven Hall. We are thankful to the Gravens and their commitment to parish and school. The goal is to use Graven Hall as it was meant to be used for baptisms, graduations, parties.

➤ Gala

- Will be held on October 19th with a Disco theme
- This is an event paid by sponsorship; we have 4 committed diamond sponsors, 1 platinum, 1 silver, and 1 bronze
- Almost 100% of what is raised goes back to the school

➤ Taylor Swift Raffle

- There are 1500 tickets and only 53 have been sold; value of the prize is over \$11,000
- Cost of each raffle is \$200
- Advertising of this raffle has been mainly via word of mouth
- If anyone can post posters/flyers at place of business regarding this raffle let Liz know

8:04pm-Motion made to move to executive session. All in agreement.

Meeting end time: 8:05pm