Saint Andrew School Board

1710 W. Addison Street · Chicago, IL 60613 · 773-248-2500 · www.gosaintandrew.com

Minutes – September 8, 2026

Present: Sara Casavechia, Shanna Eley, Fr Hank Lyon, Claire George, Teddy Hanson, Patrick Murphy, Brian Pokorny, Katie Schwartzers, John Stoll, Dan Bansley, Zach Christensen, Alli Duffy, Russell Huxhold

Absent: Rachel Rimstidt

- **Administrative**
  - Meeting Called 7:02 pm
  - Opening prayer – Brian
  - August meeting minutes were reviewed and approved
  - Updated biographies, structure documents and goals have been uploaded to the shared drive. Patrick will contact Anne Japsen regarding publication on school website
- **Primary Discussion**

  Board Survey
  - The board reviewed the family survey prepared by Brian and expressed appreciation for the effort and feedback received. Discussion included:
    - Adding a question asking families to rank their top three priorities or values.
    - Concerns that the survey may be too lengthy.
    - Positive feedback regarding the quality and thoughtfulness of the questions.
  - The survey will be promoted through the Bulldog Bulletin and additional communications.
  - Patrick will draft an email for board review before distribution.

  Community and Campus Goals
  - Patrick encouraged the board to align events with multiple school initiatives and strategic goals rather than adding standalone events to the calendar.
  - The Community & Campus group will take a more structured approach to event planning and communication, including signage and broader promotion efforts.
  - Enrollment is currently higher than the previous year.

- **Report Discussion**

  Enrollment and Marketing
  - Claire reported on marketing initiatives:
    - Formation of a small steering committee to develop marketing strategies.

        - Ongoing parish rebranding efforts with the goal of creating a more cohesive identity between the parish and school.
        - Planning for the school's 125th anniversary next year.
        - New banners and anniversary celebrations are being considered.
        - Oktoberfest outreach will include school tour information, kindergarten representation, and promotion of the ECE program.
        - A new marquee sign has been approved.
        - Increased outreach through monthly emails, newsletters, and communications to prospective families.
        - The group discussed the lack of a dedicated marketing budget and the need for long-term planning and investment in marketing efforts
        - The importance of permanent ECE signage was also highlighted.

Budget and Finance

- Report Attached
- Zach provided a financial update:
    - The second-child tuition discount was reduced from $3,400 to $2,000.
    - This change helped limit the tuition increase to 3%.
    - The prior school year closed approximately $85,000 better than expected, ending with a deficit of about $65,000.
    - Strong fundraising results from Bulldog Hustle and Purse Bingo contributed positively to year-end results.
    - Enrollment remains stable, and revenue is expected to increase due to the revised tuition discount structure.
    - Total school enrollment is 302 students.
- Discussion topics included:
    - Family feedback regarding tuition discount changes.
    - Future tuition setting for Early Childhood Education (ECE) and the school.
    - Using survey data to support tuition decision-making.
    - Potential revenue opportunities through increased participation in sports, extended day programs, and tuition assistance marketing.
    - Tuition assistance is funded through the operational budget; there is no separate endowment or tuition assistance fund.
- Goal established to set tuition rates by January.

Community and Campus

- Communication of school improvement projects will be increased.
- Bathroom renovations are approximately 98% complete.
- Progress on the lighting project continues, though approvals and implementation have been slower than anticipated.
- Additional lighting improvements are being explored.

School Administration

- Report Attached
- Sarah reported:
    - Students were dismissed early on September 2 due to heat-related concerns, and administration believes it was the correct decision.

- Orientation was held for seventh- and eighth-grade families regarding changes to Chicago Public Schools high school admissions testing.
- The admissions test will now be administered by ACT.
- The September 11 flag-raising ceremony is scheduled for 8:15 a.m.
- i-Ready benchmark assessments are beginning for applicable grades.
- Kindergarten assessment timing was adjusted by one week.
- Recent and upcoming safety drills include:
  - Fire drill completed with participation from the fire department.
  - Intruder drill scheduled for September 15.
  - Severe weather drill scheduled for September 17.
- One prospective family toured the school.
- Participation is planned in the Northside Catholic Schools event at DePaul College Prep.

Parish Report

- Father Hank introduced Chris, the new Operations Manager, who will oversee finances, business strategy, and operations for both the parish and school.
- A formal welcome for Father Hank as Pastor of Saint Andrew is scheduled for October 4, 2026, following the 11:00 a.m. Mass.
- The parish campaign will be promoted during September 12-13 weekend Masses.

New Business

- None

Meeting Dates – Second Tuesday of every month

- Next meeting: October 13, 2026
- Dan will lead the next prayer

Meeting Ended 8:29

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Budget and Finance Committee September Report

Issued: 09.07.26

- Top Level KPI Expected:
  - 2025-26 academic year operating results (preliminary, subject to finalization) show a deficit of approximately $65k vs. the original forecast of an operating deficit of approximately $155k..
- Discussion Items
  - The operating deficit for last school was lower (more favorable) than forecast largely due to positive fundraising results from the Bulldog Hustle and Purse Bingo.
  - For the current school year, total enrollment (ECE thru 8th) at 307, which is exactly the same as last year. There were a good number of pickups in Pre-K and K, while the School broke even on the other returning classes.
  - The change in the multichild discount for the 2026-27 academic year to bring it more in line with our peer schools, coupled with the 3% base tuition increase, should have a positive impact on net tuition revenue.
  - With enrollment the same as last year, and expenses expected to increase slightly due to standard 3-4% payroll increases, the Committee is hopeful the School will be able to approach breakeven in 2026-27.
- Action Items / Assistance Needed
  - Marketing the School and attracting new families to Saint Andrew is critical to the long-term financial health of the School.
- General Updates
  - The Administration and Finance Committee will continue work on the forecast for the 2026-27 academic year, with the goal of having a solid baseline forecast established at the October 2026 Advisory Board meeting.

SAINT ANDREW SCHOOL
Enrollment by Class Year
School Year: 2026-27

	2024-25		2025-26		2026-27		
Class Of	**Grade**	**# Enrolled**	**Grade**	**# Enrolled**	**Grade**	**# Committed**	**YoY Change**
2037	*N/A - Not School Age*		*N/A - Not School Age*		ECE-3	19	
2036	*N/A - Not School Age*		ECE-3	19	Junior K	26	7
2035	ECE-3	24	Junior K	26	Kindergarten	32	6
2034	Junior K	19	Kindergarten	21	1st	21	0
2033	Kindergarten	30	1st	28	2nd	28	0
2032	1st	20	2nd	20	3rd	20	0
2031	2nd	39	3rd	41	4th	38	-3
2030	3rd	27	4th	26	5th	28	2
2029	4th	35	5th	37	6th	39	2
2028	5th	35	6th	34	7th	35	1
2027	6th	25	7th	20	8th	21	1
2026	7th	35	8th	35	*N/A - Graduated*		16
2025	8th	42	*N/A - Graduated*		*N/A - Graduated*		
	Total (incl. ECE)	331	*Total (incl. ECE)*	307	*Total (incl. ECE)*	307	0
	Total (K-8)	288	*Total (K-8)*	262	*Total (K-8)*	262	0
	Average: All	30.1	*Average: All*	27.9	*Average: All*	27.9	0
	Average: ECE-2	26.4	*Average: ECE-2*	22.8	*Average: ECE-2*	25.2	2.4
	Average: 3-8	33.2	*Average: 3-8*	32.2	*Average: 3-8*	30.2	-2.0

ENROLLMENT ROLLFORWARD	
Current Year (2025-26) to Next Year (2026-27)	
Enrollment - Prior Year	307
Loss: Graduating Class	(35)
Add: Entering ECE-3 Class	19
Net Incr / (Decr) from Returning Classes	16
Enrollment - Current Year	**307**

Tuition Rates - 2026-27	
K-8	$12,850
Multichild Discount (K-8)	
- 2nd Child	$2,000
- 3rd Child	$2,000
- 4th+ Child	$2,000
ECE - 5 Full Days	$15,455
ECE - 5 Half Days	$13,175
ECE - 3 Half Days	$11,155

SAINT ANDREW SCHOOL
Enrollment for Each School Year
Starting in 2023-24

				% Change	
School Year	**K-8**	**ECE**	**Total**	***from Prior Yr***	***Cumulative***
2023-24	325	55	380		
2024-25	288	43	331	-12.9%	-12.9%
2025-26	262	45	307	-7.3%	-19.2%
2026-27	262	45	307	0.0%	-19.2%

School Administration Report

September 8, 2026

Community and Campus

- Chris Kraszewski, our new Operations Director, began on August 31. I am looking forward to working with Chris as he takes on this important role supporting school and parish operations.
- Approximately 130 students were released early on September 2 due to the extreme heat. I consulted with several Board members before making the decision. The upcoming forecast looks much more favorable, and we anticipate more typical temperatures moving forward.
- Despite the warm temperatures, we had excellent attendance for Parent Orientation on September 2. Most classroom presentations were brief, while the 7th and 8th grade presentations ran somewhat longer due to the amount of information families need as students prepare for high school.
- During orientation, Mrs. Roberts spoke with 7th and 8th grade families about the high school admissions process, including changes to the CPS high school admissions testing process this year.
- The September 11 Flag Raising Ceremony will commemorate the 25th anniversary of September 11. Families and community members are invited to join us at the flagpole at 8:15 a.m.
- The Blessing of the Classrooms was 8/ 28.
- Student Council leadership speeches and elections will take place September 11. While students will participate in an election for leadership positions, any middle school student who would like to participate in Student Council will have an opportunity to do so.
- Tour Guide Training was held September 1 as we prepare to welcome prospective families for the 2027–2028 school year.
- Room Parent Meeting: September 14
- SAPO Meeting: September 15
- Sports Council met September 8; Dan will provide an update.

Instruction

- i-Ready benchmarking, now referred to as i-Ready Inform, begins this month:
    - Math: September 9, Grades 1–8
    - Reading: September 16, Grades K–8
    - Kindergarten will complete testing during the week of September 21.

- We will begin grade-level data meetings the week of September 21 to review i-Ready results, identify areas of strength and need, and use the data to inform instructional decisions and interventions.
- September 25 is a student attendance day off for faculty professional development.

Student Support Services

- The 8th Grade Washington, D.C. trip registration is now open. The cost has increased to approximately $2,400, primarily due to increased fuel costs and the smaller number of students participating.
- Safety drills are underway:
    - The fire drill has been completed. We had an issue with the alarm in the summer; it has been remedied.
    - Intruder drill with CPD and Blue Point Security Solutions: September 15
    - Severe weather drill: September 17
- Teachers will prepare students for the intruder drill in an age-appropriate manner.
- Meeting with local Catholic High schools for their articulation events to begin the admission process for current 8th grade students

Facilities

- The gym floor was refinished over the summer. There are a few blemishes that still need to be addressed, and we hope to have the remaining work completed by the end of September.
- Student bathroom renovations are still in progress. The new partitions have been installed; a few remaining items need to be completed.

Enrollment and Marketing

- Current enrollment is 307 students, an increase from 305 students reported in August.
- Tours for the 2027–2028 school year are now beginning.
- The Catholic High School Fair will be held October 7 at 9:00 a.m. in the Saint Andrew gym. Students in Grades 6–8 will attend, and parents are welcome.
- Saint Andrew will participate in the Northside Catholic Schools Expo on October 17 at DePaul Prep.
- Storytime begins October 2 and will take place Friday mornings. This program is free and does not require registration.
- Baby Bulldogs begins October 1, and registration is currently open.

Special Events

- Bulldog Hustle Volunteer Meeting: September 10

- Flag Raising Ceremony: September 11 at 8:15 a.m.
- Student Council Speeches and Elections: September 11
- Room Parent Meeting: September 14
- SAPO Meeting: September 15
- Bulldog Hustle Kickoff: September 18
- Oktoberfest: September 19
- Family Mass – Grades 3 & 7: September 20
- Bulldog Hustle: September 28
- Blessing of the Classrooms: September 28
- Baby Bulldogs: Begins October 1
- Storytime: Begins October 2
- Catholic High School Fair: October 7 at 9:00 a.m.
- Grandparents' Day: October 9
- Northside Catholic Schools Expo: October 17
- Book and Bake Sale (formerly a fall event) will be held 2/21
- The Movie on the Turf sponsored by SAPO was cancelled due to weather. We hope to reschedule the event while the weather remains favorable.