

St. Anselm School Advisory Board

Meeting Minutes

Date: September 14, 2026

Time: 6:00 p.m.

Location: Teachers' Lounge, St. Anselm School

Attendance

****Present:****

- * Brian Owens
- * Kari Simpson
- * Becky Hermann
- * Pam Richards
- * Bob Salter

****Absent:****

- * Gary Nosis, Greg Jorgensen, Fr Hans Flondor – conflicting Finance Council meeting

1. Welcome and Opening Prayer

The meeting was called to order at 6:00 p.m. with a welcome and opening prayer.

2. Overview and Purpose of the School Advisory Board

Brian Owens opened the meeting by providing an overview of the purpose and role of the School Advisory Board. He explained that the board functions similarly to the Parish Council and serves as an advisory body to the principal.

The primary purpose of the School Advisory Board is to provide the principal with a sounding board, offer feedback and perspective, and assist with discussion and planning related to the school. Final decision-making authority remains with the principal and pastor.

A brief discussion was also held regarding the importance of confidentiality among

board members. The recent restructuring of the board was discussed to maintain a smaller, more focused group where sensitive information can be appropriately discussed and confidentiality can be maintained.

3. Parent Representatives

The board discussed the role of parent representatives and the importance of providing school parents with an additional avenue for sharing feedback or concerns.

Pam Richards will serve as the Lower Hall Representative.
Becky Herman will serve as the Upper Hall Representative.

Having one representative for each area of the school will provide parents with an individual they can approach if they are uncomfortable bringing a concern directly to school staff or the principal. The representatives can then bring appropriate feedback and concerns to the School Advisory Board.

4. Meeting Schedule

The School Advisory Board confirmed its meeting schedule for the remainder of the 2026–2027 school year. Several dates were adjusted to avoid conflicts with Parish Council and Finance Council meetings.

****Upcoming School Advisory Board Meetings:****

- * October 19, 2026
- * November 9, 2026
- * January 11, 2027
- * March 8, 2027
- * April 19, 2027
- * May 10, 2027

There will be no School Advisory Board meetings in December or February.

5. Current Enrollment

Mr. Owens provided an update on current school enrollment.

St. Anselm currently has 141 students, compared with 144 students last year. The

school lost several students, and some families were not asked to return due to various concerns.

The school did, however, welcome 19 students from St. Linus School following its closure. Mr. Owens also reported that, within the past week, he received calls from several St. Linus families who had enrolled their children at other Catholic schools but were now seeking information about St. Anselm and potentially considering transferring.

6. Goals for the 2026–2027 School Year

The board discussed goals for the coming school year. Two primary areas of focus were identified:

- *Building community and trust
- * Listening to and responding to feedback and concerns
- * Continuing to grow school enrollment
- * School and school families to become more intertwined with the parish.
- * Helping students to speak up and advocate for themselves.

The board also discussed the importance of future planning and establishing a long-term vision for both the School Advisory Board and St. Anselm School.

A particular focus will be placed on growing the kindergarten class enrollment to help ensure long-term enrollment sustainability as students progress from kindergarten through eighth grade.

To build community an idea was to host a middle school night and then a lower elementary night where parents could drop their kids off for 2ish hours for a movie night in school gym, and then parents could go out together to a designated place to connect and socialize.

7. Strengthening the Parish and School Connection

The board discussed the importance of increasing family involvement within the parish and strengthening the connection between St. Anselm School and St. Anselm Parish.

The board agreed that creating stronger connections between school families and the

parish will be important for building community and supporting the long-term sustainability of both the school and parish.

Hosting a monthly “family mass” where our school families would be invited to attend together, to encourage participation the thought of giving out dress down days for the first one might entice some to attend.

8. Fundraising and Advancement Opportunities

Additional fundraising opportunities were discussed, including:

- * Kroger Community Rewards
- * Box Tops
- * Other opportunities to generate additional financial support for the school

Mr. Owens also shared that the Archdiocese of Detroit (AOD) has approved the establishment of the St. Anselm School Advancement Fund. The fund will provide an opportunity for families and parishioners to make donations that can be used to support school needs and potentially assist families who require tuition assistance.

9. Tuition and Financial Assistance

The board discussed tuition rates and whether the school should continue increasing tuition annually or place greater emphasis on discounts and tuition structures.

There was general agreement that the school should take a closer look at how discounts are applied, particularly the in-parish rate and multiple-child discount.

The board discussed the importance of families receiving the in-parish rate being actively involved in the parish, rather than simply contributing financially.

There was also discussion about considering families on a case-by-case basis when determining eligibility for certain discounts. For example, a family with a higher household income may not have the same financial need for a multiple-child discount as a family experiencing financial hardship.

Current estimates indicate:

- *Approximately 89 families receive the in-parish tuition rate.

*Approximately 60–65 families receive the per-child/multiple-child discount.

*Approximately 4 families received an internal tuition assistance for this school year.

The board also discussed a change implemented this school year in which teachers and staff are now responsible for a portion of tuition. In previous years, teachers and staff did not pay tuition. Beginning this year, teachers are paying 25% of their tuition.

Further discussion/suggestions will be needed regarding tuition rates and pricing for the 2027–2028 school year.

10. Student Health and Safety Updates

Mr. Owens provided several updates regarding student health and safety.

All school staff are currently CPR and First Aid certified.

The school also received grant funding that was used to purchase a recovery couch/medical bed for the school. The bed will provide students with a safe and comfortable place to rest if they become ill during the school day. In situations where a student may simply need a short period of rest before returning to class, this resource may help reduce unnecessary calls to parents for immediate pickup.

Additionally, a trauma first-aid kit was purchased for the school office. The kit contains necessary first-aid supplies and splints to assist with injuries that may occur while students are on school property.

Dearborn Fire Department Review

Mr. Owens also reported that the Dearborn Fire Department visited the school during the previous week.

The fire department conducted a walkthrough of the school, reviewed the school's emergency medical plans and procedures, and provided feedback to ensure the school remains current and prepared to respond appropriately to emergency situations.

12. Adjournment

There being no further business, the meeting was adjourned.

***Next Meeting: October 19, 2026**