

OUR LADY OF PERPETUAL HELP SCHOOL COUNCIL MINUTES
January 20th, 2010

1. Call to Order:

- a. The meeting of January 20th, 2010 came to order at 7:03 p.m. in the Pastoral Center with a prayer led by John Trayhan.
- b. Members Present: Jackie Palermo, Mary Newquist, Claudia Ogrin, Jeff Fisher, Debbie Gaston, Lorrie Coles, John Trayhan, Kelley Martin, Ann Marie Sturdivant, John Torrez, and John Harper.
- c. Members Absent: Monica Hoover, Father De La Rosa, Father James Seiwert, Terry Grimmett, and Roger Rudder.
- d. The minutes from the December 16th, 2009 meeting were approved and posted on the OLPH web page.

2. Presentations to Council:

- a. **OLPH Endowment Fund Charity Ride (Pat McMullen/Judy Cervera):** The presentation was deferred to a future meeting. On-line registration with Hill Country Sports Association will be available in the near future – details will be forthcoming. Corporate sponsorship is being pursued.

3. Discussion Items:

a. Principal's Report (Jackie Palermo):

1. Enrollment: Enrollment has increased to 428 due to the influx of a family of 3. We will soon add one 7th grade student and one 8th grade student.

2. School Issues:

a. Catholic School's Week – "Dividends for Life" (begins 1/31): An insert will be in the upcoming weekend's mass bulletin (1/23-1/24).

b. PSIA: Event will occur on March 13th, and our students are already preparing.

c. Past & Near Future Events: The geography and spelling bees are completed. The science fair is coming soon (projects due Thursday, January 28th).

3. Faculty: No discussion.

4. Calendar: All important dates are posted on the OLPH web page.

Important events coming after our next council meeting include:

- February 10th: Re-registration Packets Out; CDC/School class pictures.
- February 15th: Holiday.
- February 17th: Ash Wednesday.
- February 19th: Fish & Shrimp Fry.
- February 20th: Catholic Schools Preview @ Crossroads Mall.
- February 21st: Kinder Choirs at 10am Mass.
- February 22nd: PTC Meeting, Selma Police to speak on social networking/prospective Kindergarten parents.
- February 25th-26th: District Science Fair.

b. Child Development Center Report (Claudia Ogrin): Registration packets were sent out 1/20/10. Recent openings are likely to be filled quickly from the wait-list.

c. PTC Report (Monica Hoover/Kathleen A.):

- 1. Lenten Fish & Shrimp Fry:** Preparations underway for the February 19th event.
- 2. Casino Night (fund raiser):** A date has been set for April 16th.
- 3. The next PTC meeting:** Monday, February 22nd, 2010.

d. Committee Reports:

1. Building and Grounds (Jeff Fisher): No discussion or actions taken.

2. Policy and Planning (Terry Grimmatt and John Trayhan):

a. Strategic Planning: Collaboration between council members and Jackie Palermo/OLPH faculty is essential for the development and completion the 2010-2015 Strategic Plan. John Trayhan will be assigning specific individuals to work on eight development areas. Each workgroup will review/edit the objectives and strategies in the assigned development area, and return a corrected document to John Trayhan via e-mail.

3. Development (Lorrie Coles): There will be a meeting on 1/21/10 that will focus on adjusting the school brochure (preparation for Catholic School's Week) and the latest Scrip figures.

4. Finance (Kelley Martin/John Trayhan):

a. 2009-2010 YTD Monthly Report: Through 12/31/09, we have collected 67.88% of our expected revenue, and our expenses are at 49.38% of those predicted. Previously discussed discrepancies in contracted services, repairs & maintenance, and equipment remain unchanged and stable. Automotive and property insurance bills remain pending.

b. January 9th Budget Workshop: The workshop was attended by Jackie Palermo, John Trayhan, and Kelley Martin. It is clear that recovery of past tuition debt is a common problem across the Archdiocese.

c. Proposed 2010-2011 Budget: Prior to the meeting, Father De La Rosa recommended approving a salary budget increase. Council reviewed the proposed budget line by line. There was some discussion on the use of tuition versus registration fees versus parish subsidy to help balance the proposed budget. In the interim between meetings, John Trayhan and Jackie Palermo will discuss certain line item details with Father De La Rosa. We hope to finalize the 2010-2011 budget at the February 3rd meeting.

5. Technology (no designated leader): No discussion or actions taken.

6. Nominating Committee: We will be losing 3 regular members at the end of this school year. We need to generate list of potential candidates by our next meeting. Article IV Section 1 of the council's constitution mandates that "The council shall consist of not less than 6 nor more than 10 regular members."

7. Executive Committee: No discussion or actions taken.

4. Old Business:

a. Strategic Planning: See policy & planning committee report above.

b. Budget – Current & Proposed: See finance committee report above.

5. New Business: No discussion.

6. Closing Prayer/Adjournment: Closing prayer was conducted by John Harper. Meeting adjourned at 8:40pm.

Special Notes:

- a. **Next Council Meeting:** Wednesday, February 3rd, 2010, at 7pm in the Pastoral Center.
- b. **Executive Session:** May follow this regular meeting.
- c. **Committee Written Reports:** Committee chairs need to submit reports of the most recent meeting to Mrs. Palermo by the Wednesday prior to schedule council meeting.

Respectfully submitted,

John M. Trayhan, President

Jackie Palermo, Principal

John K. Harper, Secretary