

OUR LADY OF PERPETUAL HELP SCHOOL COUNCIL MINUTES
Wednesday, December 16th, 2009

1. Call to Order:

a. The meeting of December 16th, 2009 came to order at 7:06 p.m. in the Pastoral Center with a prayer led by John Trayhan.

b. Members Present: Jackie Palermo, Mary Newquist, Debbie Gaston, John Trayhan, Kelley Martin, Anne-Marie Sturdivant, Katie Asadourian, and John Harper.

c. Members Absent: Claudia Ogrin, Monica Hoover, Father Jose De La Rosa, Father James Seiwert, Jeff Fisher, Terry Grimmett, Lorrie Coles, Roger Rudder, and John Torrez.

d. The minutes from the November 18th, 2009 meeting were approved and posted on the OLPH web page.

2. Presentations to Council:

a. Endowment Fund (OLPH) Charity Ride: This presentation was deferred to our January meeting. Mr. Pat McMullen is scheduled to attend and give us an update.

3. Discussion Items:

a. Principal's Report (Jackie Palermo):

1. Enrollment: We lost 3 students (1 from 5th, 2nd, and 1st grades), so overall enrollment dropped to 425.

2. School Issues:

a. Christmas Programs: The separate programs went very well, and the shorter length seemed to work better for the children and their parents.

b. Blanket Drive: On 12/16/09, 102 blankets were donated to the SAMM Shelter. This is a significant increase from last year's effort (in the 70s) – excellent effort from all involved.

c. Scrip/HEB Participation: There has been a significant increase in sales thanks to the efforts of many, especially Claudia Ogrin, Lorrie Coles, Alice Pfeiffer, and Anne-Marie Sturdivant – Thank You!

d. Father Kim Mass: The St. Andrew statue from last year's graduating 8th grade class was dedicated to Father Kim on 12/4/09.

e. 8th Grade Testing: High school placement testing occurred December 5th (at school of first choice). The results are not back, but preliminary feedback indicates they all did very well.

3. Faculty: stable – no changes mentioned.

4. Calendar: All important dates are posted on the OLPH web page. Two important events that occur after our next council meeting are the science fair (1/28 & 1/29) and the beginning of Catholic School's Week (1/31).

b. Child Development Center Report (Claudia Ogrin): no discussion.

c. PTC Report (Katie Asadourian for Monica Hoover):

1. Torch Tokens: We have sold 145. The \$4,000.00 will be allocated for the PA system in the GYM.

2. Catholic Schools Week: Planning for this very important week will be in January.

3. The next PTC meeting: Monday, January 11th, 2010.

d. Committee Reports:

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

2. Policy and Planning (John Trayhan):

a. OLPH Strategic Plan (update): Most of the meeting was dedicated to reviewing eight strategic planning domains and their corresponding nine goals – curriculum development had two primary goals. There was some debate over the wording in a few of the goals, but all present were in agreement that all nine needed to be kept as the foundation for our new strategic plan. Future council meetings will focus on the specific objectives under each domain/goal(s).

3. Development (Lorrie Coles): No discussion or actions taken.

4. Finance (Kelley Martin/John Trayhan):

a. Current Budget through 11/30/09: We have collected 53.33% of our expected revenue, and our expenses are 41.49% of those predicted. Previously discussed discrepancies in contracted services, supplies, and repairs/maintenance remain unchanged. No unexpected developments have occurred. Council members were encouraged to join Jackie Palermo and John Trayhan at a January 9th, 2010 Arch Diocese budget workshop. The 2010-2011 budget needs to be essentially complete by the end of February.

b. Tuition and Registration Fee Comparisons: no further discussion this month.

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

6. Nominating Committee: No discussion or actions taken.

7. Executive Committee: No discussion or actions taken.

4. Old Business:

a. **Strategic Planning:** see committee report above.

5. New Business: none discussed.

6. Closing Prayer/Adjournment: Closing prayer conducted by John Trayhan. Meeting adjourned at 8:25 p.m.

Special Notes:

- a. **Next Council Meeting:** Wednesday, January 20th, 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 scheduled council meeting.

Respectfully submitted,

John M. Trayhan, President

Jackie Palermo, Principal

John K. Harper, Secretary