

**OUR LADY OF PERPETUAL HELP CATHOLIC SCHOOL
COUNCIL MINUTES, February 3rd, 2010**

1. Call to Order:

- a. The meeting of February 3rd, 2010 came to order at 7:02pm in the Pastoral Center with a prayer led by John Trayhan.
- b. Members Present: Jackie Palermo, Father Jose De La Rosa, Jeff Fisher, Debbie Gaston, Terry Grimmett, John Trayhan, Kelley Martin, Anne-Marie Sturdivant, John Torrez, Katie Asadourian, and John Harper.
- c. Members Absent: Mary Newquist, Claudia Ogrin, Monica Hoover, Father James Seiwert, Lorrie Coles, and Roger Rudder.
- d. The minutes from the January 20th, 2010 meeting were approved and posted on the OLPH web page.

2. Discussion Items:

a. Principal's Report (Jackie Palermo):

1. Enrollment: Total census is 424 as 1 left from Kindergarten and 6th grade and 3 left from the 3rd grade – all went to the public education system. We expect 1 new 6th grader to arrive 2/8/10. There will be no more routine additions to our census once March arrives.

2. School Issues:

a. Catholic Schools Week – “Dividends for Life”: It has been a great celebration from the day it began (1/31/10), and by all appearances, the week is poised to finish with as much positive energy as it began.

b. PSIA: The academic competition will occur on Saturday, 3/13/10. The students that qualify for the state competition will be headed to Fort Worth, Texas, in April.

3. Faculty: No discussion or new developments.

4. Sports: The boys' and girls' basketball seasons are finishing very strong. We are now gearing up for track, softball, and baseball.

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

b. Child Development Center Report (Claudia Ogrin): No discussion or actions taken.

c. PTC Report (Katie Asadourian):

1. The Casino Night Fund Raiser, 4/16/10: The first planning meeting will occur on 2/9/10.

2. The next PTC meeting: Monday, March 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): John Trayhan briefly identified the specific individuals who have volunteered and/or been assigned 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): No discussion or actions taken.

4. Finance (Kelley Martin/John Trayhan):

a. 2009-2010 YTD Monthly Report: This discussion was deferred to our March meeting.

b. Proposed 2010-2011 Budget: Father De La Rosa recommended approving a 2% salary budget increase. Council reviewed the proposed budget line by line. There was much discussion on how tuition and registration fees would need to be adjusted in order to accommodate the proposed increase. The Council agreed to a 1.5% tuition increase and relatively minor percentage increases in registration fees, thereby finalizing our 2010-2011 budget with a 2% salary increase.

The issue of a parish subsidy for OLPH Catholic School was addressed during the budget discussion. Father De La Rosa indicated that any future consideration of a church subsidy would be contingent on the school generating 15%-20% of its budget through fund raising.

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. 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." We have begun to generate a list of potential candidates, and this list will be reviewed in greater detail at our next meeting.

7. Executive Committee: No discussion or actions taken.

3. Old Business:

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

b. Current and Projected Budget: See finance committee report above.

4. New Business:

5. Closing Prayer/Adjournment: Closing prayer conducted by Father De La Rosa. Meeting adjourned at 8:35 p.m.

Special Notes:

a. Next Council Meeting: Wednesday, March 24th, 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