

**OUR LADY OF PERPETUAL HELP CATHOLIC SCHOOL
COUNCIL MINUTES, Wednesday, May 19th, 2010**

1. Call to Order:

A. The meeting of May 19th, 2010 came to order at 7:08p.m. in the Pastoral Center with a prayer led by John Trayhan.

B. Members Present: Jackie Palermo, Mary Newquist, Claudia Ogrin, *Lorrie Coles, John Trayhan, Kelley Martin, Anne-Marie Sturdivant, Kim Gonzalez, Colleen Guerra, Peter Moser, Ann Gabriel, Katie Asadourian, John Torrez, and John Harper (*member leaving School Council).

C. Members Absent: Father Jose De la Rosa, Father James Seiwert, Jeff Fisher*, Debbie Gaston*, Terry Grimmett, and Roger Rudder (*members leaving School Council)

D. The minutes from the April 21st, 2010 meeting were approved (contingent on minor editing) and posted on the OLPH web page.

2. Discussion Items:

A. Principal's Report (Jackie Palermo):

1. Enrollment: Our total enrollment is 423. We have 444 students paid and registered for next year. July 28th is the deadline for registration.

2. School Issues:

a. Iowa Test of Basic Skills (ITBS): Results will be included in the mailed report cards. Overall, our teachers and student body did very well.

b. Bike Ride: PedOLPHest is coming together well with some last minute minor re-routing. Volunteers are still needed.

c. Building Repairs/Replacements: A new air conditioning unit has been installed in the kitchen.

d. Report Cards/ITBS: Report cards will be mailed home, and the ITBS scores will be included.

e. Helping Hands Fund, March-present: Approximately \$18,300.00 has been collected. \$13,000.00 was distributed for tuition assistance, \$3,400.00 was collected for capitol

improvements, and \$1,900.00 was collected for educational resources.

3. Faculty: We will be hiring a new music teacher.

4. Calendar: All important dates are posted on the OLPH web page. Everyone is encouraged to check the web page calendar frequently throughout the 2010-2011 scholastic year.

B. Child Development Center Report (Claudia Ogrin): The summer program is full at 160 registered. We have a long waiting list for next fall. All is well.

C. PTC Report (Katie Asadourian):

1. New Board: A strong and cohesive group of individuals are in place, in large part due to Katie Asadourian's excellent leadership.

2. Texas Shine Fund Raiser: After some discussion on the most recent flyer, it was decided that all proceeds will go to the endowment fund.

3. PTO (fund raiser website): We will try to implement this technology in the future.

4. Las Vegas Raffle Night: We netted approximately \$11,000.00. We will be working on how to boost attendance and participation at next year's event.

5. Wildcat Welcome Mass & BBQ: The event has been set for August 21st, 2010.

5. The next PTC meeting: Monday August 23rd, 2010.

D. Committee Reports:

1. Building and Grounds (Jeff Fisher):

a. Concession Stand Cleanliness: Lorrie Coles mentioned that the concession stand was sometimes left in an unsanitary state. Claudia Ogrin recommended that a protocol be established to keep those using the concession stand responsible for its condition.

b. Portable Buildings: Lorrie Coles enquired as to what maintenance and repair plans were in place this summer for the portable buildings.

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

a. OLPH Strategic Plan: Council completed the review of the 2010-2015 Draft Strategic Plan. The document was approved without objection. This Strategic Plan will be reviewed annually and updated as needed.

3. Development (Lorrie Coles):

a. Scrip Cards: Weekend sales are holding steady, netting \$150-\$200. There is potential for much growth in the area of school participation.

4. Finance (Kelley Martin):

a. 2009-2010 YTD Monthly Report: Through 4/30/10, we have collected 89.20% of our expected revenue, and our expenses are at 83.78% of those predicted. Previously discussed discrepancies in contracted services, repairs & maintenance, equipment, and supplies remain relatively unchanged and stable. Automotive, property insurance, and Texas workmen's compensation bills remain pending.

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

6. Nominating Committee (Lorrie Coles): No discussion or actions taken.

7. Executive Committee (John Trayhan): No discussion or actions taken.

3. Old Business: These issues were addressed in the monthly committee reports.

4. New Business:

A. Election of Officers (2010-2011 Academic Year):

- 1. President:** John Trayhan was re-elected.
- 2. Vice President:** John Harper was newly elected.
- 3. Secretary:** Colleen Guerra was newly elected.

B. Committee Appointments:

- 1. Finance** – No change in chair person.
- 2. Building & Grounds** – John Torrez will chair this committee.
- 3. Policy & Planning** – No change in chair persons.
- 4. Development** – Will confirm new chair at June meeting.
- 5. Technology** – Peter Moser will chair this committee.

C. Meeting Dates: OLPH School Council meeting dates for the 2010-2011 scholastic year were distributed.

D. Communication Enhancement: Lorrie Coles, during the discussion on PedOLPHest, asked that resuming a printed newsletter be given consideration as a means to improve communication.

5. Closing Prayer/Adjournment: Closing prayer conducted by John Harper. Meeting adjourned at approximately 8:50p.m.

Special Notes:

- A. Next Council Meeting:** Wednesday, June 2nd, 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