

OUR LADY OF PERPETUAL HELP CATHOLIC SCHOOL COUNCIL MEETING
Wednesday, June 21, 2017
7:00pm School Library

Type of Meeting: Regular Meeting

Invitees:

- A.) School Council:** Lisa Friesenhahn, Barbara Crane - not present, Christin Corrigan, Steve Cicherski, Michael Divine, John Patrick, Meg Skulteti, Michelle Theiss, Joe Valdez
- B.) Staff, etc:** Frank Burns, Claudia Ogrin - not present, Father Eric Ritter - not present, Craig Friesenhahn, Joseph Hernandez, Barbara Pulcini - not present
- C.) Guests:** Courtney Johnson: New CDC Representative. Sharla Muegge: Will be helping Joe Valdez with marketing

AGENDA

I. CALL TO ORDER 7:01pm

- 1.) **Opening Prayer** Frank Burns
- 2.) **School/Parish Community Input** Lisa Friesenhahn
School Suggestion Box - No Suggestions. A link was added on the school website with Barbara Crane's info for suggestions.

II. NEW BUSINESS

3.) Approval of Minutes

- A.) May 2017 Lisa Friesenhahn
Michelle Theiss motioned to approve minutes and Steve Cicherski seconded

4.) Committee Reports:

- A.) Finance Committee Lisa Friesenhahn
 - a.) School is running at 99% Total Revenue and 106% Total Expenses
 - b.) Cafeteria is running at 100% Total Revenue and 99% Total Expenses.
 - c.) Athletics, PTC and School Store are running at 141% Total Revenue and 74% Total Expenses.
 - d.) School, Cafeteria, Athletics, PTC, School Store Total Revenue is running at 102% and Total Expenses running at 101%.
 - e.) CDC Total Revenue is running at 83% Total Revenue and 85% Total Expenses. \$5,000.00 will continue going to the School and will go towards the new building.
- B.) Building and Grounds John Patrick
 - a.) Will need to coordinate when move in/out dates are so we can paint the classrooms.
 - b.) We are in need of an electrician to help with the outlets for the new dishwashers.
 - c.) Early July will be the walk thru for temporary certificate of occupancy. We are anticipating the first week of July for this and 5th and 8th Grade will move first.
- C.) Policy and Planning Barbara Crane
 - a.) Email from Barbara states that she has the results about finished and will be reviewing with Mr. Burns and Father Eric the first part of July. Will have a report at the August meeting with results.
- D.) Development Joe Valdez
 - a.) Sales through the first five months of the school year have been about the same when compared to last years' first five months.
 - b.) Mr. Burns approved that \$5,000.00 will be transferred from the script card account prior to the end of the current school's fiscal year. (\$4,000.00 to the school and \$1,000.00 to the CDC)

c.) Sharla Muegee, parent and OLPH Cheer Team Coach, will be joining the Development Committee. The Committee will now consist of Michael Divine, Michelle Theiss and Sharla Muegge.

- E.) Technology Steve Cicherski
- a.) Legal review still in process for the final bid/vendor
 - b.) Network assessment was performed
 - c.) Server passwords have been reset
 - d.) 6 Dell Laptops and 1 desktop with monitor and security devices are in.
 - e.) 2 monitors were sold and Cisco is consolidating equipment. The rest of equipment will be consolidated in the computer room after the move- disposal
 - f.) Currently in discussions with AT&T on price comparison - Educational Discount will eventually help on pricing
 - g.) Completed walkthrough on new building. Kim Gonzalez was able to get projector mounts installed to code. Server closet will have electrical outlets to install and we are exploring Wireless Intercom and VOIP options.
- F.) Athletic Committee Meg Skulteti
- a.) Summer Camps are underway
 - b.) Football was approved and potentially will have 4 coaches, 2 from OLPH and 2 from St. Peter and Paul. Head coach Jeter from St. Peter Paul. 1st practice will be July 31, 2017. Also looking in to starting a Booster Club.
 - c.) Cheer had NCA camp last week at T Bar M. They did really well with their awards. Katie Mora and Sharla Muegge were certified at the camp also.
- G.) Faith and Formation Committee Meg Skulteti
- a.) Received thank you notes for the military care packages
- H.) Nominating Committee Lisa Friesenhahn
- No Report
- I.) Executive Committee No Report

5.) Staff Reports

- A.) Principal's Report Frank Burns
- a.) Faculty updates: Mrs. Drawdy resigned. Kindergarten - Mrs. Andrea Mazzocco, Music - Mrs. Barbara Nine, 4th Grade - Mrs. Lorrie Speakmon, 7th Grade - Mrs. Laura Garza, Computer - Open
 - b.) Admissions (Mrs. Nelda Wohl): 348 locked in, 31 from 2016/17 in the process, 36 new applicants with 33 offers sent and 13 completed. Approximately 390 total. CDC PreK 3 and 4 are full.
 - c.) Handbook updates: Student/Parent, Employee, Athletic and Crisis Response. Homework is now 20%, Formative is 40% and Summative is 40%.
 - c.) School Improvement Plan 2017-2018: Address findings from Accreditation-Security, Pickup/Dropoff; Vertical Alignment
 - d.) Electives: Grade 6-8. With hiring of new teachers, we are locking in instructors.
 - e.) New Multi-Purpose Educational Building: On track for early July with walkthrough next week. Once Temporary Certificate of Occupancy is given, we will move classrooms accordingly.
 - f.) School is closed from July 2-8th and July 26th is the Wildcat Roundup
- B.) CDC Report Claudia Ogrin
- a.) Summer program is about 130 kids and they went on a field trip to Lazer Tag
- C.) PTC Report Joseph Hernandez
- a.) March 22, 2018 will be the Big Give
 - c.) The same spirit shirts are approved and will be purchased from Slogan Stuff.
- D.) Parish Report Craig Friesenhahn
- a.) Parish Council will not meet for the next two months.
 - b.) Offerings for Father Thumma totaling about \$20,000.00 as of now. He is transferring to Our Lady of Grace and St. Peter Parishes.

- c.) Father Jaime Paniagua is joining our parish as our Parochial Vicor
- d.) Mr. Burns is obtaining a survey of where the Parish Hall will sit, so we can see where the playgrounds need to be moved.
- e.) New Parish Hall will need 1/2 of Capital Campaign to break ground and they are 1.9 million of 5.2 million total.

III. OLD/ MISC BUSINESS

- a.) Request to move Council Meetings to the 3rd Tuesday of each month.
Approved unanimously.

IV. REQUESTS AND ANNOUNCEMENTS

- 7.) Items to be placed on future agenda

Review Officer Positions for 2017-2018 School Year

Lisa Friesenhahn

V. CLOSING PRAYER

Craig Friesenhahn

VI. ADJOURNMENT 8:46pm

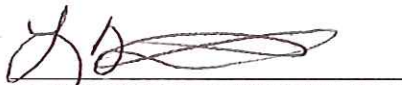
Lisa Friesenhahn

VII. EXECUTIVE SESSION

Minutes Submitted by Christin Corrigan



Frank Burns, School Principal



Lisa Friesenhahn, School Council President



Christin Corrigan, School Council Secretary