

OUR LADY OF PERPETUAL HELP CATHOLIC SCHOOL COUNCIL MEETING
Tuesday, May 22, 2018
7:00 PM, School Cafeteria

Our Lady of Perpetual Help Catholic School builds character and shapes tomorrow's leaders by delivering academic excellence in a Catholic faith based community

Type of Meeting: Regular Meeting

Invitees:

- A.) **School Council:** Steve Cicherski, Christin Corrigan, Barbara Crane, Michael Divine, Lisa Friesenhahn, John Patrick, Meg Skulteti, Michelle Theiss, Joseph Marroquin, Sharla Muegge, Stephanie Trevino
- B.) **Staff, etc.:** Frank Burns, Claudia Ogrin, Joseph Hernandez, Craig Friesenhahn, Father Jaime - not present, Barbara Pulcini
- C.) **Guests:** None

AGENDA

I. CALL TO ORDER 7:01pm

- 1.) **Opening Prayer** Craig Friesenhahn
- 2.) **School/Parish Community Input** Lisa Friesenhahn
- A.) Boys volleyball team was suggested. All would need to approve and Mr. Burns will inquire on this matter.

II. NEW BUSINESS

- 3.) **Approval of Minutes** Lisa Friesenhahn
- A.) April 2018 –Meg Skulteti motioned to approve minutes and Michelle Theiss seconded.
- 4.) **Committee Reports**
- A.) **Finance Committee** Lisa Friesenhahn
- a.) School Summary – Total Revenue running at 90% with Total Expenses running at 87%. Cafeteria Summary – Total Revenue running at 83% with Total Expenses running at 80%. Athletics, PTC and School Store Summary – Total Revenue running at 92% with Total Expenses running at 39%. School, Cafeteria, Athletics, PTC and School Store Summary – Total Revenue running at 90% with Total Expenses running at 84%. CDC Summary – Total Revenue running at 83% with Total Expenses running at 81%.
- b.) Discussed need for future budget to be able to sustain salaries, without the need for PTC to cover large cost from its budget.
- B.) **Building and Grounds** John Patrick
- a.) No Report. Will look for volunteers to help paint around the school this summer.
- C.) **Policy and Planning** Barbara Crane
- a.) Strategic Plan needs to be updated and Barbara will meet with Mike Divine and Mr. Burns on this.
- b.) 90 surveys completed for K-1, 119 for 2nd grade, 125 for 5th-8th grades, 22 for CDC, 17 teachers, 117 parent surveys and 12 exit surveys were also completed.
- c.) 2nd week in June, the handbook will be reviewed with Mike and Mr. Burns.
- D.) **Development** Barbara Crane
- a.) No Report

E.) Technology

Steve Cicherski

- a.) Priorities – Back Up, Primary Office 365 Cloud Secondary 4TB HD is on site. Tertiary, Network Attached Storage/Mirrored hard drives – no change. Install/Setup Sonic Firewall along with content filtering, after MS 2016 purchase. Camera backup and maintained on 2008 server and currently working. Set up OLP Main Server in permanent location.
- b.) Equipment network status – Webpage complete, may need to purchase Office 2016 for CDC laptops due to compatibility issues, Cameras currently non-operable. Looking at moving some cameras and awaiting software updates.
- b.) Ergos currently working on installation Script (1,573 patches missing). Threats removed (none). Scans occur daily, and failed scans will alert Ergos. Office 2016 purchase for CDC laptops- working on license documentation. Researching bids for MS 2016 server.
- c.) Overall connectivity on campus – network was down on Wednesday.
- d.) Archdiocese- Assessing tech needs rubric – BL: The document is vague and levies unfunded mandates on school. This is a decent first step outlining goals but is not realistic. It does not address future technology or current issues (ex: Cyber Threats) and has inaccurate information in regard to life cycle replacement. The rubric needs input from the private sector. A response will be drafted, addressing these issues.

F.) Athletic

Meg Skulteti

- a.) Sports are finished for Spring. Awards Ceremony went well. Field Day is May 30th. Multiple Sports Camps for this summer at OLPH.
- b.) Football merging with St. P&P again and all schedules are in place.
- c.) OLPH will host a soccer and golf tournament soon.

G.) Faith and Formation Committee

Meg Skulteti

- a.) Need to coordinate when Military Care Packages would be a good time to get out. Also, discussion on an 8th Grade Service Project for the future.

H.) Nominating Committee

Lisa Friensenhahn

- a.) New Members were voted in at last meeting and new positions were made this evening.

President – Meg Skulteti

Vice President – Same

Secretary – Same

Finance – Same, with Joseph Marroquin shadowing Lisa for 2018/2019 year.

Development – Sharla Muegge

Building and Grounds- Same

Policy and Planning – Mike Divine

Athletics – Michelle Theiss

Faith and Formation – Stephanie Trevino

I.) Executive Committee – No Report

5.) Staff Reports

A.) Principal's Report

Frank Burns

- a.) Current enrollment for 2018/2019 school year is 283 students.
- b.) 8th Grade had 35 graduates with 25 continuing onto Catholic High Schools.
- c.) Calendar for 2018/2018 School Year is posted online and 1st Day of School is August 16, 2018.

d.) Working to align each Parish Ministry with the school or grade level, if applicable.

e.) Iowa scores are in and OLPH did very well as a whole. Children are at least 1.3 grade level above their own.

B.) CDC Report

Claudia Ogrin

a.) No Report. Almost full with only 4 spots left.

C.) PTC Report

Joseph Hernandez

a.) Supply lists are delayed but we are hoping to get all lists back on Monday. PTC will use this as a fundraiser and hoping for a great success.

b.) November 10, 2018 is Casino Night at OLPH Gym. Classroom projects will be due much earlier this year, please pass the word.

c.) Joseph Hernandez will serve as President again for 2018/2019 year with Lucy Lopez as Vice President and Andrea Vepel as Treasurer.

D.) Parish Report

Craig Friesenhahn

a.) Father Jeff Pehl has been assigned our new Priest, Frank Garcia our new Parochial Vicar and will be ordained a Priest on June 2, 2018. Their assignments begin on July 2, 2018. Father Jaime has been assigned to a Del Rio Parish.

III. OLD/MISC BUSINESS

6.) None

IV. REQUESTS AND ANNOUNCEMENTS

7.) Items to be placed on future agenda

V. CLOSING PRAYER

Lisa Friesenhahn

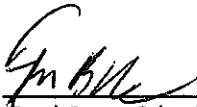
Craig Friesenhahn

VI. ADJOURNMENT 8:32pm

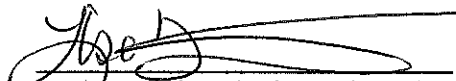
Lisa Friesenhahn

VII. EXECUTIVE SESSION

Minutes submitted by Christin Corrigan



Frank Burns, School Principal



Lisa Friesenhahn, School Council President



Christin Corrigan, School Council Secretary