

OUR LADY OF PERPETUAL HELP CATHOLIC SCHOOL COUNCIL MEETING

**Tuesday, June 19, 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, Sharla Muegge – Not Present, John Patrick, Meg Skulteti, Michelle Theiss – Not Present, Stephanie Trevino
- B.) Staff, etc.:** Frank Burns, Stephanie Dunne, Joseph Hernandez, Craig Friesenhahn, Barbara Pulcini-Not Present, Msgr. Mike – Not Present
- C.) Guests:** None

AGENDA

I. CALL TO ORDER 7:01pm

- 1.) Opening Prayer** Frank Burns
- 2.) School/Parish Community Input** Meg Skulteti
- A.) None

II. NEW BUSINESS

- 3.) Approval of Minutes** Meg Skulteti
- A.) May 2018 – Steve Cicherski motioned to approve minutes and Mike Divine seconded.
- 4.) Committee Reports**
- A.) Finance Committee Lisa Friesenhahn/Joseph Marroquin
- a.) School Summary – Total Revenue running at 96% with Total Expenses running at 96%. Cafeteria Summary – Total Revenue running at 96% with Total Expenses running at 90%. Athletics, PTC and School Store Summary – Total Revenue running at 100% with Total Expenses running at 44%. School, Cafeteria, Athletics, PTC and School Store Summary – Total Revenue running at 96% with Total Expenses running at 92%. CDC Summary – Total Revenue running at 91% with Total Expenses running at 89%.
- b.) The last draw of \$5,000 was taken this month, noting the \$60,000.00 has been paid back in full to the CDC.
- B.) Building and Grounds John Patrick
- a.) No Report – Will complete painting around school over the summer
- C.) Policy and Planning Mike Divine/Barbara Crane
- a.) 27 Exit Surveys were completed.
- b.) 190 Surveys completed for the school. 90 – K-1st, 119 – 2nd-4th, 125 – 5th-8th, 24 – Teachers, 22 – CDC Parents.
- c.) Parents will get an overview of survey at the first Coffee with Administration.
- d.) Strategic Plan will need to be updated
- D.) Development Sharla Muegge/Barbara Crane
- a.) No Report
- E.) Technology Steve Cicherski

- a.) Archdiocese – Assessing Tech Needs Rubric – Working on Follow Up Response
- b.) Equipment/Network Status – Ergos is in process of installing 1,573 missing patches. No threats. Working on License Documentation for CDC computers. Waiting on information from Ergos on MS 2016 Server with content filtering.

F.) Athletic

Michelle Theiss

- a.) Summer Camps going on

G.) Faith and Formation Committee

Stephanie Trevino

- a.) Spiritual Life Committee – Cindy Koepp, Sandy Richie and Michelle Juarez. Will meet once a month

H.) Nominating Committee – No Report.

I.) Executive Committee – No Report

5.) Staff Reports

A.) Principal's Report

Frank Burns

- a.) Current enrollment is 480 – K-8 315; CDC 106F. Roses, Magnolia tree and succulents were planted around the campus.

- c.) Review of Handbooks and Crisis Response Plan are complete

- d.) Professional Development Sessions are ongoing through summer

- e.) Floors are being stripped and waxed.

- f.) Smoke alarms, CO2 detectors, kitchen tiles and fence posts were replaced around the school

- g.) To do list: Re-stain picnic tables and fence, emergency buckets inventory, pressure washing, roof outside office and teacher requests in classrooms

B.) CDC Report

Stephanie Dunne

- a.) Summer program ongoing with fieldtrips too.

- b.) Repair list started, Fire Department inspection, and floors to get waxed the 1st weekend in August.

C.) PTC Report

Joseph Hernandez

- a.) \$16,000 will be transferred to the CDC and \$64,500 to the school

- b.) We need volunteers and support this year

- c.) Will start selling Catholic Life Tickets at Wildcat Roundup

- d.) Currently need to fill the Secretary Position on the board

D.) Parish Report

Craig Friesenhahn

- a.) Hall update – Approximately 20% short for the hall.

- b.) 2nd Tuesday of every month is The Pastoral Council Meeting. Discussion on how important it is to meet with The Council and to discuss how The Ministries could support our children/school spiritually.

III. OLD/MISC BUSINESS

- 6.) None

IV. REQUESTS AND ANNOUNCEMENTS

- 7.) Items to be placed on future agenda

- a.) 2019/2020 Budget

Lisa Friesenhahn/Joseph Marroquin

V. CLOSING PRAYER

Craig Friesenhahn

VI. ADJOURNMENT 8:21pm

Meg Skulteti

VII. EXECUTIVE SESSION

Minutes submitted by Christin Corrigan


Frank Burns, School Principal


Meg Skulteti, School Council President


Christin Corrigan, School Council Secretary