

Holy Spirit School Board Meeting
Faculty Room
April 21, 2009
7:00 p.m. – 8:20 p.m.

Attendees
EX-OFFICIO MEMBERS
Susan Buchanan
Anne Marchetti
Fr. Mathew Vellankal

Not Present
EX-OFFICIO MEMBERS
Ann Marie Drabin
Kelly Hopkins

Guests

Opening Prayer

Joe Woolcock

Closing Prayer

Patrick Colglazier

Attendees
COMMITTEE MEMBERS
John Barron
Frank Cannizzaro
Patrick Colglazier
Gloria Del Rosario
Rob Paglieri
Tim Riener
Barry Slivinsky
Jeff Van der Sluis
Joe Woolcock
Charmaine Zamora

Not Present
COMMITTEE MEMBERS
Robert Anderson
Vanessa Barrett
Lucia Pena
Sandra Raeside
Melinda Smith

Attendee
PASTORAL COUNCIL
REPRESENTATIVE
Stewart Fine

Not Present
PASTORAL COUNCIL
REPRESENTATIVE

Meeting Summary:

A. OPENING: Jeff Van der Sluis

B. ROLL CALL: See above.

C. REVIEW & APPROVAL OF MARCH 17, 2009 MINUTES:

Tim motioned that we approve the minutes as distributed, and John seconded. The minutes were approved as distributed.

D. STANDING COMMITTEE REPORTS

1. Executive Committee – Jeff Van der Sluis

No questions.

2. School Mission Enhancement, Policy & Planning Committee – Gloria Del Rosario

Gloria sent the draft project priority process to Jeff for review.

3. Building and Grounds Committee – Jeff Van der Sluis

Jeff noted one addition to the list – expansion of the preschool. Susan stated that we could add 12 new students without adding staff, so there would be a net profit of \$80-90K per year for the school. Susan would like to break ground and complete the expansion by next summer so it could be ready by the following school year. During construction, time loss for the preschool would be a few weeks. Plans need to be completed first with Diocese review and City review.

4. Technology Committee – Tim Riener

Two red items – first was to coordinate electronic calendaring system between the school and parish, and it was delayed due to the parish network rollout and Tim's schedule. He hopes to have a proposal by the end of the school year. Second item was the network cabling underneath the church – this is not a major technical problem but had to be rescheduled due to the network rollout. It's a small item that could be done quickly. One update on the survey for the teachers/faculty – Tim is trying to do the survey online

this year. Tim will rollout the survey to the Board so we can complete the survey to check the technical and mechanical competency of the survey.

5. Finance Committee – Barry Slivinsky

No questions. Susan noted that the enrollment is promising for next year. Registration money is due tomorrow. It helps that the tuition increase for next year is minimal.

6. Membership, Development, Stewardship & PR Committee – Vanessa Barrett

The alumni database was on a floppy disk and needs to be downloaded. John can have someone convert the information on the disk so we can use it. Barry asked if alumni give money. Susan stated that some alumni give money, like at the 50th anniversary celebration. We will begin asking them for money in the future; however, elementary alumni are being asked from their high school and college schools for money as well. Jeff stated that the Development Newsletter looks great.

7. Grants Committee – Lucia Pena

No questions.

8. Safety Committee – Rob Paglieri

Rob and Patrick will start the CERT training this Thursday evening.

E. SPECIAL COMMITTEE REPORTS

1. Pastor – Father Mathew

Communal Penance Service was very well attended, and the Easter celebration was excellent. Deacon Giopre Prado's ordination will be on May 15 at the Oakland Cathedral. This will be the first ordination by the new bishop. Deacon Giopre has been assigned to a parish in Oakley. Family Bible week will be from June 22-25. The parish has a debt of \$1.2 Million with the Diocese for the De Sousa House, and the monthly budget is pretty even. The restaurant in Washington is for sale, but we are trying to rent it out. Father is leaving for two weeks to India starting this Friday.

2. Pastoral Council – Stewart Fine

Each pastoral council member is doing "homework" to try and define their role in the parish. We're working with OLG on their winter relief program and trying to help more for next year. We are looking at the physical access of the parish along with assessing the needs of the gym roof and rectory refurbishing.

3. Holy Spirit School – Susan Buchanan

Susan wrote an update, and it was distributed to the Board members. The Board dinner will be June 12 at 6:00pm in the Small Hall (potluck). The spouses are welcome. If there are any event date requests, please let Susan know. Barry stated that "Get on the Grass" seemed to be fizzling out; Susan said that volunteers are not coming forward. This has been discussed at the Parent Club meeting. Gloria stated that Motor Perception seems to be having the same problem, and it has been cancelled a few times due to lack of parent volunteers. It seems that an online calendaring system may help. Tim suggested that a Motor Perception calendar showing how many volunteers are scheduled and how many are needed can show up on the website. Tim will follow up with the calendaring system.

4. Parent Club – Kelly Hopkins

Susan noted the Crab Feed numbers are shown on the finance summary – net profit is approximately \$40,000, which is higher than last year by a few thousand dollars. Tim noted that the Fun Run brought in approximately \$9,000 (better than last year). Jeff stated that we are looking for a new Parent Club president for next year. Susan is hoping a Board would be developed if we had a person from each class represented with the president leading the Board. Gloria asked if minutes have been posted from the last parent club meeting, but Susan stated that none were given to her that was publish-able.

F. OLD BUSINESS

1. Anti-Bullying Committee Update – Jeff

Jeff did a report at the last parent club meeting, and we are looking for a long term solution that will create a positive and comfortable atmosphere. Jeff, Susan, Ann Marie and Anne attended workshops on long term solutions.

2. HSS Project Priority Process – Jeff

Gloria has added this task to her list and is working on the process.

G. NEW BUSINESS

1. Committee Chair Appointments – Jeff

The majority of the committees will be chaired by the same people. Gloria, Tim, Barry, Lucia and Rob will continue in their current roles. We need a Building & Grounds and PR committee chair. Vanessa will continue to help with the PR committee next year. Father will appoint one or two more people to the Board. Jeff will approach the three new members as well as those who are not currently a committee chair to fill the positions.

H. PUBLIC COMMENT

No public comment. Jeff asked that all committee chairs look at next year's goals and review them for next month's meeting.

I. NEXT MEETING

May 19, 2009 at 7:00 pm in the Faculty Room

Opening Prayer – Susan

Closing Prayer – Joe

J. MEETING ADJOURNED – Jeff