

Holy Spirit School Board Meeting
Faculty Room
October 20, 2009
7:00 p.m. – 8:45 p.m.

Attendees
EX-OFFICIO MEMBERS
Susan Buchanan
Anne Marchetti

Not Present
EX-OFFICIO MEMBERS
Ann Marie Drabin
Fr. Mathew Vellankal

Guests
Cathy Souza

Opening Prayer
Jeff Van der Sluis

Closing Prayer
Rob Paglieri

Attendees
COMMITTEE MEMBERS
Robert Anderson
John Barron
Frank Cannizzaro
Patrick Colglazier
Gloria Del Rosario
Rob Paglieri
Lucia Pena
Tim Riener
Barry Slivinsky
Melinda Smith
Sandra Raeside
Jeff Van der Sluis

Not Present
COMMITTEE MEMBERS

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 SEPTEMBER 15TH MINUTES:

1st Motion: Barry; 2nd Motion: Tim; Approved: all

D. STANDING COMMITTEE REPORTS

1. Executive Committee – Jeff Van der Sluis
No questions

2. School Mission Enhancement, Policy & Planning Committee – Gloria Del Rosario
Any needs in respect to departments, now is when she needs to know. No Questions.

3. Building and Grounds Committee – Robert Anderson
Nothing more to report other than we need to move a light sensor for the library that is on solar power lights. Jeff asked why is “paint office” on the report? Rob stated it’s completed and will change to Done.

4. Technology Committee – Tim Riener

His only Flag is the survey. The online account for doing that survey expired so he needs to re-up. He needs to log into the old survey to get the info he’s already completed. Susan mentioned that we did renew our domain name.

5. Finance Committee – Barry Slivinsky

Things are in good shape. Tim asked if we are laddering our investments. If so how much is that netting us per month or on annual basis? Barry responded with we are getting zero because of interest rates. Rob asked if they’re time deposits? Barry said yes. Jeff noted we’re making more than we used to make. Susan commented that the money market does make some interest and is accessible. We have CD’s too but we may need to pull those for the pre-school.

6. Membership, Development, Stewardship & PR Committee – Melinda Smith

We have new team for newsletter. Mrs. Villanueva, Mrs. Curtis Mrs. Brown and Mrs. Eastwood will do the layout. The website has been updated as well.

7. Grants Committee – Lucia Pena

Priority is still tuition assistance, but the overall climate for grants is tough as other Schools have greater need. We have also been postponed by one organization and the review of our request has been pushed out to February. We rushed to get requests out early this year, but as far as foundation funding goes, there will be no funds before December. We find out in December about the Geller grant. We have identified another funder and are working with Donna Sparkman who has a contact there. Our strategy change is to put resources behind the Fun Run and make it a bigger event by getting more corporation sponsorship. Tim said his company is asking for employee involvement so he and Lucia will correspond and see about getting them on board. The Grants Committee is also close to recruiting a new member.

8. Safety Committee – Rob Paglieri

They're doing an inventory of emergency supplies and working with Donna Sparkman to be started the beginning of November. The presentation at October's Parent club meeting went well. The emergency drill on Oct 8th where the school did a full dismissal also went very well. The safety committee is still going over feedback. Training for faculty was successful during the first week of October for H1N1 incidents among other things. Issue was raised that public school children are crossing against the light at the main entrance and it's dangerous. Action Item: Rob P. will follow up on all those suggestions to address the problem of kids crossing against the light.

E. SPECIAL COMMITTEE REPORTS

1. Pastor – Father Mathew

Not present

2. Pastoral Council – Stewart Fine

They're working on the 5 year Holy Spirit Parish plan and revisions will be done adding new committee groups. Dual ownership (a Parish Staff Member, teamed with Pastoral Council Member) is planned for each set of goals. Mid-Nov is when Susan Bradshaw will post the updated 5 year goals on the parish website. A big part of community outreach is the safe parking program discussed in last month's board meeting. The Go Live Date for the safe parking program is the 1st week of November. During the leadership roundtable Father Mat discussed his vision of the whole campus. Goldman architects came out and basically the vision starts with the renewal of the sanctuary. There are lots of long term ideas that require vision and money. Another item is Fathers desire to bring nunnery back to the church. There are nuns from an order in India who are currently in Hawaii. Father Mat plans on bringing 3 of them here. The book "Living Your Strengths" is a large focus as well. There is a retreat on Dec 1st for anyone who read the book. The retreat takes place at 7-9pm in the Small Hall.

3. Holy Spirit School – Susan Buchanan

The school received information on the qualification guidelines. \$10,500 will be granted to 7 students towards tuition from BASIC Fund. \$1600 is the most that has been granted to any of our families. We did receive \$9000 from the estate of Father Joseph Welch who was an associate pastor many years back. We haven't allocated the funds yet and we hope to use it for something special, however, it may need to go towards tuition assistance. The money is currently in a holding account. Progress reports go out this week. Friday the school is closed and the teachers will be at a technology fair. Nov 6th we have the Vertical Teams Workshop for teachers. The theme for this year is "We're Better Together". Susan thanked the Safety Committee for the drill. She mentioned the diocese has also started a safety committee so we might have things to offer them. She noted our new phone tree worked a lot better for contacting parents for our Oct 9th drill. The years on some of our goal sheets need to be 2009-2014 on 5 year plans. 5 school board members/spouse have replied for the appreciation dinner Sunday Nov 8th. The final deadline to RSVP is the morning of Oct 29th. She reminded everyone that Oct 30th is Halloween/ Trunk or Treat with a noon dismissal.

Comments: There was a discussion about scrip. It was noted that some Schools are raising more money than HSS. The discussion concluded that we could look at ways to improve, but some of the ideas have already been tried, and scrip probably doesn't give us our biggest bang for our effort.

4. Parent Club – Holly Drobick (See attached report)

No questions:

F. OLD BUSINESS

1. 5 Year Goals: Discuss Yearly and 5 year goals. Jeff

Motion to approve: Rob P. 2nd Motion: Rob A; All approved.

2. “Living Your Strengths” Follow-Up Exercise – Jeff

G: NEW BUSINESS

1. Anonymous School Board Question Box – Sandra

Suggestion made to institute a box for parents who have questions or issues but wish to remain anonymous. The questions and answers would be addressed either in Parent Club or School Board meetings. The logistics and the value of this idea were discussed. We’ll table this issue until next meeting.

H: PUBLIC COMMENT

Frank: Holy Spirit 5 American Boys Basketball Team 5th grade are playing at the Warriors game during half time on December 16th. Please attend if you can.

I: GUESTS:

Bookkeeper - Cathy Souza

Cathy was appreciative of the hard work and cooperation of Mrs. Plaza and Mrs. Ghiringhelli in transitioning Parent Accounts and Tuition Accounting to “Quickbooks”. Report format is a little different than the previous version, but gives similar information. The Preschool is a negative number, but it’s only from July to September when a lot of expenses come in. Extended Care billing is too complex to transfer into QuickBooks so it will remain the same. She also noted not all extended care bills have been received. Not all expenses have been submitted for the golf tournament and arts and crafts, it will be on the next report. The golf tournament earned approximately \$3500, which is less than last year. Cathy stated the report reflects the total Cash Calendar build for the entire year, so the number will be revised and updated. We used \$50K from our endowment.

Comments were generally positive with this new simplified report format, with a request to add a column with running year to date numbers compared with last year. If the Board wants additional information on the report, please let Cathy know.

I. NEXT MEETING

November 17, 2009 at 7pm in teacher’s lounge

Opening Prayer: Frank

Closing prayer: Rob A

J. MEETING ADJOURNED – Jeff