

Meeting Minutes of the Corpus Christi School Board
March 23, 2017

Present:

Mike Methlie, President
Kim Aquino
Katie Murphy
Rick da Silva
Stacey Pugsley
Jen Veenstra
Michelle Cho

Regrets:

Rosa Ziebell
Rick Buziak
Dave Kevane

Visitors:

Katie D'Angelo – CCSB Prospect
Katherine Guzman – CCSB Prospect
Amanda Okamoto – CCPG Finance Committee Liaison

Board Business – Mike Methlie, President

- The February 2017 minutes were approved.
- Board Elections – 3 openings
- Potential candidates: Alison Sanger, Meghan O' Leary, Katie D'Angelo, Katherine Guzman
- Need resources with finance*, building, and marketing experience
(Michelle, Rick Da Silva and Stacey Pugsley will be hitting 3 year term on CCSB)
*finance chair needs 1 year experience and is appointed

Faculty Report:

- Mrs. Gialis walked through accomplishments of grades K-8

CCPG Report: Linda

- Silent Auction results same as last year. Big ticket items (camps, etc.)
- Only \$25 outstanding for collection
- Amy Crudo provided CCPG with pre-WASC presentation
- Working on next edition of Parents' Group Press. Focus on volunteerism & leadership.
- Working on CCPG election process. Open seats including Assistant Treasurer

Principal's Report: Katie Murphy, Principal

- Katie reviews procedures for upcoming All Campus Emergency Evacuation Drill – Wednesday, April 5, 2017 11:45am. Piedmont authorities notified. Scheduled to be performed every other year.
- Possible opportunity to encourage parent registration in the “text notification” program
- Katie would like to revisit having a list of available parents with appropriate skills
- Accepted 5 families with multiple (9) children from St. Jarlath’s. Will be assigned a host family to assist.
- Katie presented new classroom plans to Diocese with Fr. Leo and project architect. Project was approved.
- Considering changing interior lights to LED. Brayer providing bid for library and upper four classrooms.
- Jed Winnick (author) gave presentation to school.
- All 8th graders accepted to HS of choice
- WASC presented findings to faculty & staff. Findings will be posted. Our “data” category was rated “effective” versus “highly effective” for all other categories. No modifications made to school action plan.
- In process of collecting intent letters for 2017-2018 returning families
- Completing teacher evaluations
- 2017-2018 school year will begin Tuesday August 22nd
- Reviewed plan for the classroom remodel (grades 1-4)
- In process of signing annual drive letters; CCSB members to make announcement at weekend masses of March 4th and 5th (Stacey will circulate script from prior year)
- WASC team met with both boards on March 14th for 1 hour
- Update on new student applications for next year from diocese planned closure schools

Men's Club Update (Buziak, da Silva)

- Runts and Grunts March 4th – sponsored by Men's Club

Buildings & Ground and Capital Committee (da Silva, Buziak)

- Working on 5-year capital budget
- Provided brief update on the city's Upper Park Boulevard Plan

TIP update (Stacey Pugsley)

- TIP take-home dinner was very well received by faculty and staff
- Home on the Range provided chili (consider providing an acknowledgement)

Development Update: Rosa Ziebell/Jen Veenstra

- Annual drive/letters sent & all masses covered by CCSB members.
- Grandparents Day mailers have not yet been sent. Waiting on photos!

Finance Committee Update: Michelle Cho & Kim Aquino (Amanda from Finance Committee)

- Presentation of draft preliminary 2017-2018 budget
- Certain expenses set by Diocese
- PPO plan to be eliminated by Diocese
- Katie would like a specialized science instructor for 4-8, plus half a position for resources (lose ½ time English teacher)
- Draft budget assumes 1.0% tuition increase & 260 students
 - 1.5% and 2.0% increases were also discussed, along with introduction of technology fee – to be discussed further in April meeting.
- Only 23 kindergarteners out of 33 acceptances (only 9 siblings)

Strategic Planning: Jen Veenstra

- Reviewed the goals and objectives of each area (strategic planning, building and grounds, finance, development, mission effectiveness, etc.)
- Highlights of recent activities include:
 - TIP dinner: March 20th – ‘to go’ freezer bag with assorted goodies
 - Park Boulevard improvement project (and possible “road diet”) – official letter sent by Corpus Christi to all council persons and Mayor.
 - Finance – had 1st discussion today of proposed endowment spending policy; tuition assistance funding discussions in progress
 - Annual drive stuffing party – being organized by Jen Veenstra
 - Connections: potential new lead - Kara Davison
 - Grandparents Day: new lead - Heidi Catapusan

Action Items:

Next meeting: April 26, 2017

Respectfully submitted by Rick da Silva