



Meeting Minutes of the Corpus Christi School Board

January 17, 2019

Present:

Katie Murphy – Principal
Dave Kevane
Katherine Guzman
Alison Sanger
Kim Aquino
Anthony Wilson
Monique Rivera
Meghan O'Leary
Camille Stroughter

Regrets: Jen Veenstra

Faculty Report: Leslie Crosby

- Focus on bulletin boards “10 reasons to choose a Catholic education”

Parents Group Update: Monique Rivera

- Focus on crab feed

CC Men's Club Update: Dave Kevane

- Crab feed responsibilities seem on track. Committees all have enough people. Wine cellar on track to reach 50 bottles.

Principal's Update: Katie Murphy, Principal

- Re: audit/review of bookkeeping. Katie submitted a response to the review.
- Re: enrollment committee.
 - Katie met with Lilian Buziak to gather materials from previous efforts
 - Parents group discussed refining letters
- Facilities: roof leak over 1st grade, also resulting in no heat to 1st grade. Katie had a company come to look at roof, plumbers to look at drainage to street.
- Staffing:
 - Bookkeeper offer was declined. Will start to look again.
 - Laura Knox is going back to school, Gretchen Shaw (graduate) will be taking Laura's place, starting effective Feb 4.

- In light of two earthquakes, discussed procedures again. Had done earthquake drill last week.
- Piedmont fire department came a second time, checked on list of recommended modifications. In dialogue about keys.
- Kindergarten testing last Saturday (17 children) and this Saturday (18 children). Another in February (12 children).
- Online auction is now live.

Board Business: David Kevane, President

- No new business

Committee Updates:

- Finance – Kim Aquino
 - Half of endowment draw occurred in December, expect other half soon. Parish subsidy of 5K was budgeted for December but will occur in January. Staff bonuses were booked but revenue will be recognized in January. Plant repairs and equipment (bollards) make up majority of the overage. Textbook expenses are most under budget.
 - 5 year budget reviewed. This year they focused particularly how technology needs are reflected in budget, incorporating larger increases to at least partially support technology plan.
 - Discussed depreciation. In particular, room remodel will roll off (do not anticipate comparable investment in near term that would warrant increasing depreciation w/in this 5 year budget.)
 - Discussed presenting pie chart of school budget at next year's back to school night.
- Strategic Planning – Meghan O'Leary
 - Discussion on survey results. Highlights: Very positive. Community, faith based, academic excellence were really important.
 - Potential topics to include in survey 2-3 years after new principal: enrichment (what do they mean—after school vs in the classroom), do you want a Spanish program or not? Or peripheral one outside of class, and if so, how to do that?
- Buildings & Grounds – Katherine Guzman
 - Met with Katie to review capital improvement budget. Reviewed with board. Board voted and approved the budget.
 - In 2020, committee should start working on 5 year budget, to be voted on in 2021.
- Mission Effectiveness – Monique Rivera
 - All discussions and decisions were made with the mission in mind.

Principal Search Committee: Katherine Guzman

Search committee met to compile interview questions. Deadline for applications extended to Feb 15.

Action Items: none

Next CCSB meeting February 21, 2019

Respectfully submitted by Katherine Guzman

