

Meeting Agenda

1. Call to Order Alison Sanger
 - a. Opening Prayer
 - b. Review and approval of minutes
2. Reports & Updates
 - a. Faculty Report - Maria Isaef presented a Curriculum Update.
 - b. Parents' Group Report Ann Endress
 - i. Completed Parent's Press for upcoming events for New Parents
 - ii. WAT - \$57,000 a 13% increase from last year.
 - c. Men's Club Report Matt Veenstra
 - i. Crab Feed coming - collecting wine, and the liquor locker is assembled.
 - ii. There's a need for a handyman to handle some of the repairs around the school.
 - d. Principal's Report Michael Sahlman
 - i. Enrollment Update, Total: 257
 1. 51 applicants for next year; 19 kindergarten applications
 2. Open House - was well attended roughly ~40 families
 - ii. Staffing Update, if any
 1. Spanish Teacher - has taught two demo lessons; one in 8th grade and 1st grade.
 2. Offer will be made pending a follow up conversation.
 - iii. School budget
 1. Mr. Sahlman reviewed the budget. We are $\frac{1}{3}$ of the way through the year and tracking on target.
 2. Resources in the dioceses to support the bookkeeper.
 3. Katie Murphy Scholarship Fund ~\$14,000
 - a. Challenge to SB for 100% participation.
 - b. Sending email reminder tonight about donations.
 4. Fall Connections is behind schedule.
 5. Report Cards are going out and after reviewing attendance and tardies there is a large number of students that have been absent and tardy.
 - iv. PSPS PGE Outages
 1. Historical outages - we reside on 3 different power grids.
 - a. We missed 4 instructional days.
 - b. 2 days were because we did not have a fire alarm.
 - c. 180 days instruction by state.
 2. Current outage (if applicable)
 3. Outage protocol and policy

- a. Developed a policy based on safety and security of the students and staff.
- 4. Discussion of remediation of missed school days

3. Board Committee Updates

a. Finance

Anthony Wilson

i. Financial Review

- 1. Budget update - discussed quarterly review moving forward and developing a dashboard.
- 2. Fiscal year to date review

ii. Scholarship Fund/Endowment Status & Review - see minutes above

b. Connection

Matt Veenstra

- i. Fall connection update - in need of an updated donor list.
- ii. February connection planning

c. Annual Drive

Katherine Guzman/Jason Throne

- Annual Drive – suspended for 2020 due to fall '19 \$40K matching drive
- Letter to Grandparents, with GP Day pictures and requesting donation, sent February(?) 2020
- Also look at large donors from 2019 Annual Drive – if not included in the fall '19 drive, then reach out with individual letters (careful of over-asking our large donors)
- “POPS” donation at crab feed - to benefit KM Sch. Fund; but rename as not well marketed at crab feed
- Potentially a digital/social media drive (flash, small requests) in spring 2020
 - o Come spring, assess whether there is appetite for another request
 - o Timing challenging – before Lent is on the heels of Crab Feed; after Lent may not be productive
- Assess at start of 2020/21 school year whether to stay with the timing of the fall/Katie's birthday drive
 - o Was 2019 fall drive successful (handicapping for the matching pledge)?
 - o For next several years, the donation drives will be focused on funding the Katie Murphy Scholarship Fund
 - o Caveat: if a capital raise other than the scholarship fund becomes important (e.g. an urgent building and grounds need), we may choose to change course

o If we do go back to a spring annual drive, then we will want to think about a digital/flash/social media drive in the fall (around first day of school, WAT, etc.)

- d. Marketing Meghan O’Leary/
Debbie Slinkard
 - i. Creation of Corpus marketing “inventory”
 - 1. In progress
 - ii. Identify key marketing participants
 - iii. Goal to create overarching strategy
 - e. Buildings & Grounds David Kevane/
Katherine Guzman

Reviewed budget
Safety Walk was conducted. A list was made and updated from the previous year.
 - f. Enrollment Task Force Alison Sanger
 - g. Grandparents Day David Kevane
 - i. “Follow Us on Facebook” project
 - h. Strategic Planning Monique Rivera
 - i. Review and discussion of electronic payment assessment
 - i. Tip Meghan O’Leary/
Debbie Slinkard
 - i. TIP Dinner
 - ii. Staff Holiday Party Update - Marzano 5:30-7:30 PM
 - j. Mission Effectiveness Monique Rivera
4. Miscellaneous
- a. Review of open items
 - b. Reminder of upcoming events
 - i. CCPG Meeting
 - 1. **Monday, December 2** at 7:00p
 - 2. Attending from CCSB is **Anthony Wilson**
 - ii. Board & Staff Holiday Party
 - 1. **Wednesday, December 4, 2019**
 - 2. 5:30-7:30PM / Marzano
 - iii. CCSB Meeting
 - 1. **Wednesday, December 18, 2019**
 - 2. Meeting & Dinner, 6:30p-8:00p
 - 3. Dinner provided by **Anthony Wilson**

c. Adjournment