

**Holy Spirit School Board Meeting  
Fireside Lounge – Governo House  
April 16, 2019 7pm  
MEETING MINUTES**

Meeting attendees

BOARD

Present: Albert Leano, Olivia Abar, Dale Such, Mike Scholz, Gilbert Manzanares, Richard Orduno, Aaron Bakke, Patty Gerardo, Denise Latchford

Not Present: Teresa Bonaccorsi, Patricia Fiene, Charina Punzalan

EX-OFICIO

Present: Holly Marsh

Not Present: Fr. Ken Sales

GUESTS

Present: Genghis Mendoza

A. MEETING OPENING

- Opening Prayer — Albert Leano
- Roll Call

B. REVIEW & APPROVAL OF LAST MEETING'S MINUTES

- Motion to approve last month's minutes – Mike approved, Gil second; all in favor, none opposed

C. INTRODUCTIONS / STANDING COMMITTEE REPORTS

Please print any reports or documents as needed for personal review

- Executive Committee — Albert Leano
  - a. Five-Year Plans – need to be updated for next year
- Finance Committee — Tom Fezler
  - a. Moving forward to set up a cash account short-term CDs (earning 2¼-3% interest) – be invested by a few weeks (~\$900k); will review status monthly and roll into new CDs as needed
  - b. Endowment Policy – a committee will be set up to draft and will be sent to Fr. Ken for his input
  - c. Fun Run – exceeded the goal (currently at \$57k)
  - d. Crab Feed – auction did better this year than last, net gain was \$1k more than last year; plans for next year – might not be a Crab Feed - could be a Gala, Casino Night, Spaghetti Feed, but the date is set February 8, 2020
  - e. List of official fundraisers will be sent out in the beginning of the year (Crab Feed, Fun Run, 6<sup>th</sup> grade for Science Camp, 7<sup>th</sup> grade - See's)

- Building & Grounds Committee — Gilbert Manzanares
  - a. Friday 2pm – feasibility study for the playground
  - b. Quotes for grading/paving by California Asphalt Company
- Safety Committee — Richard Orduno
  - a. Water fountains were plugged up – resolved by Mark
  - b. Fremont Transportation has been contacted for an evaluation for the crosswalk; ‘School Zone/25 MPH’ signs or speed bump on Parish Avenue?
  - c. Fr. Ken approved the directional and speed limit signs on the school grounds
  - d. Emergency bins – replacement water pouches are being ordered; 2 water bottles & protein snack will be added to the kids’ supply list at the beginning of the year
- Grants Committee — Charina Punzalan (not present)
  - a. Grant was submitted and additional possible member was contacted
- School Mission Enhancement, Policy & Planning Committee — Teresa Bonaccorsi (not present)
  - a. 5-year plans need to be updated
- Technology Committee — Mike Scholz
  - a. Quotes for chromebooks - \$53k, 180 chromebooks, 5 charging carts, and recycling fee; no additional software
- Marketing, Enrollment and Development Committee — Aaron Bakke
  - a. Best of Fremont – HSS got runner up for preschool and private school
  - b. Printed ad to distribute in the area (Union City, Fremont, Hayward, ...)
  - c. Try to present to Union City parishes

#### D. SPECIAL COMMITTEE REPORTS

- Parish update — Father Ken Sales (not present)
  - a. Baptismal font – received a new permit
  - b. Solar project is complete, waiting for final inspection from PG&E
  - c. Meditation garden
  - d. Parish festival – June 9<sup>th</sup>, volunteers coordinated by Tom and Aaron
- Holy Spirit School — Holly Marsh
  - a. K-1<sup>st</sup> playground: June 22<sup>nd</sup> parent work-day (4 hours); get rid of the bark, and wood trim; June 24<sup>th</sup> Pacific Playground will come and do the new ground work (pour-in-place); will paint the 5 SLEs under the 5 windows (\$20k)
  - b. If a project costs over \$25k – need to write a letter to the CFO of the diocese (if over \$100k, need to go in front of a board and present the proposal)
  - c. The bigger kids’ playground – have quotes and are customizable
  - d. Kaboom – can apply for a grant and have them put the playground together
  - e. State of the School report – Thursday, May 9<sup>th</sup> in the Peace Center (hosted by 8<sup>th</sup> grade – daycare and refreshments)
  - f. Full evacuation emergency drill – successful! Every two years
  - g. All teachers are returning next year

#### E. OLD BUSINESS

#### F. NEW BUSINESS

- Centralized communication platform (ParentSquare) presentation
  - a. 7 years, work with school districts across 40 states

- b. Has a partnership with Power School
- c. 5-year archiving capability
- d. Portal display can be customized (colors, etc)
- e. Cost – subscription-based model, Core Platform \$3/student, Bulk Add-Ons additional \$3/student; spring special for next Fall \$5/student for both; \$500 setup fee; \$300 one-time fee for custom colors
- f. Storage on Amazon cloud, everything is encrypted, data belongs to Holy Spirit
- g. Can be up and running within a week

· Festival

- a. each ministry is going to own a Mass to sell Festival tickets; each child will get festival tickets to sell
  - b. Food booths so far: Indian, Filipino, nachos, pizza (School Board), donuts, alcohol booth (school)
  - c. Next meeting – May 6<sup>th</sup> (wine & cheese)
- End of the year @ Tom's

G. PUBLIC COMMENT

H. PARENT, PARISH, COMMUNITY FEEDBACK

I. NEXT MEETING – Tuesday, May 21, 2019 7pm

· Free dress for attending today's meeting: Wednesday, April 17<sup>th</sup>

J. MEETING ADJOURNED – Albert Leano

Closing Prayer – Olivia Abar