

**Holy Spirit School Board Meeting  
Fireside Lounge – Governo House  
October 16, 2018 7pm  
MEETING MINUTES**

**Meeting attendees**

**BOARD**

**Present:**

Albert Leano, Olivia Abar, Mung Bernardo, Mike Scholz, Richard Orduno, Teresa Bonaccorsi, Patricia Fiene, Denise Latchford, Aaron Bakke, Tom Fezler

**Not Present:**

Dale Such, Charina Punzalan, Gilbert Manzanares, Patty Gerardo, Melissa Belluomini

**EX-OFICIO**

**Present:**

Fr. Ken Sales, Holly Marsh, Genghis Mendoza (Parent Club president)

**GUESTS**

N/A

**A. MEETING OPENING**

- Opening Prayer — Denise Latchford
- Roll Call

**B. REVIEW & APPROVAL OF LAST MEETING'S MINUTES**

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

**C. STANDING COMMITTEE REPORTS**

1. · Executive Committee — Albert Leano
  - Did not meet this week
2. · Finance Committee — Denise Latchford
  - Budget update by Denise (slides)
  - Income breakdown (fundraisers – consolidated; Fun Run, Crab Feed, parish donations, Christmas boutique); smaller fundraisers will go to the parent club funds (i.e. Back to School BBQ)
  - Expenses – include capital improvements, maintenance, i.e. windows
  - Endowment fund – need to put together a policy on how it can be used
  - One weekend a month – 6 classes cover each Mass (Sat 5pm, Sun 7:15, 9:30, 11:00, 12:30, 5pm); envelopes must be put in the pews- Denise will follow up with Mrs. Marsh
3. · Building & Grounds Committee — Gilbert Manzanares (not present)
  - Follow up with window vendors

4. · Safety Committee — Richard Orduno
  - Update emergency bins, guidelines for what is required (what do public schools have in their bins? For emergency, during earthquakes, disasters, etc)
5. · Grants Committee — Charina Punzalan (not present)
  - Most grants written in the spring for the following school year
6. · School Mission Enhancement, Policy & Planning Committee — Teresa Bonaccorsi
  - 5-year plan is updated
  - Need to create a list of board members and list the number of years that they have been on the board
  - Working on a list of volunteer opportunities for school children
  - Catholic Identity survey needs to be filled out for the WCEA accreditation process
7. · Technology Committee — Mike Scholz
  - Met with Mr. Velasco about wireless access points
8. · Marketing, Enrollment and Development Committee — Aaron Bakke
  - Identify recruiting plan and budget for action items
  - How to recruit new students from the new housing developments in Fremont, expand the preschool?

#### **D. SPECIAL COMMITTEE REPORTS**

- Parish update — Father Ken Sales
  - A few school board members should be on the parish festival committee: every first Monday of the month, rectory dining hall 7pm (Patty, Denise & Tom)
  - 10/20 school and parish cleanup – dumpsters in 2 locations: 1) near the school shed near the baseball field, 2) near the priests' garage
  - Prayer Learning Center: needs to be leveled (\$12,400 estimate), then build a prayer meditation garden (\$5,400 estimate)
  - Parish Festival – Saturday & Sunday, June 8-9, 2019
- Holy Spirit School update — Holly Marsh
  - Conferences scheduled for Wednesday-Friday this week
  - Soul Shoppe for parents Monday 7-8:30pm
  - Car wash run by 7<sup>th</sup> grade Saturday 10/20 10am-1pm, school shed cleanup 9-12pm
  - Muffins with Mrs. Marsh invitations will be given out during conferences – ways to improve the school
  - WCEA pre-visit: week of January 7<sup>th</sup>; actual visit: February 5<sup>th</sup>-7<sup>th</sup>
  - Thanksgiving food drive – next month

#### **E. OLD BUSINESS**

#### **F. NEW BUSINESS**

- · Retail development in the plaza next door? (where Hope was)

#### **G. PUBLIC COMMENT**

**H. PARENT, PARISH, COMMUNITY FEEDBACK**

**I. NEXT MEETING – Tuesday 11/27/18**

- **Free dress for attending today's meeting: Thursday, October 18, 2018**

**J. MEETING ADJOURNED – Albert Leano**

Closing Prayer – Mung Bernardo