

**Holy Spirit School Board Meeting
Fireside Lounge
October 17, 2017 7:00 p.m.
MEETING MINUTES
APPROVED**

Meeting Attendees

Board

Present Albert Leano Renee Champoux Olivia Abar Melissa Belluomini
 Mung Bernardo Patty Fiene Michelle SooHoo Denise Latchford
 Mike Scholz Dale Such Patty Gerardo Theresa Bonaccorsi

Not Present Michelle SooHoo Charina Punzalan

Ex-Officio

Present Holly Marsh

Guests

Present N/A

A. MEETING OPENING — Albert Leano

- Opening prayer-Denise Latchford

B. ROLL CALL

C. REVIEW & APPROVAL OF LAST MEETING’S MINUTES

- Motion to approve last month’s minutes – Mike Scholz approved, Mike Olivia second approval, all in favor, none opposed.

D. STANDING COMMITTEE REPORTS

Please print any reports or documents as needed for personal review

1. Executive Committee – Albert Leano

- Committee reports need to be turned in in a timely manner and before the executive committee meets
- Each committee should establish goals and report on how they are being achieved

APPROVED

- 5 year plans should be done at the end of the prior year to work toward accomplishing each goal throughout the year

2. Safety – OPENING

- One volunteer of interest will be joining the committee as well as auditing the safety bins
- Derek does the monthly fire drill as well as planning an intruder and evacuation drill

3. Buildings and Grounds - OPENING

4. Finance Committee - Denise Latchford

- Will be meeting with Holly to come up with a presentation for the board

5. Grants Committee - Charina Punzulan

- Charina has formally accepted roll as Grants chairperson and has a few people interested in joining committee
- Gearing grants for school building enhancements
- Charina will be asked to look into grants for NGSS (Next Generation Science Standards) as well as a 3-D printer, all to enhance our science curriculum

6. Marketing, Enrollment & Development Committee - Melissa Belluomini

- Website has been built up with lots of color and is very eye-catching and working with Derek to enhance it
- School still needs all of the photo release forms to be able to add more pictures
- Flyer distribution will target new housing developments, parishes that do not have schools, Holy Spirit Faith Formation, CYO events
- Still working on having school children to come to mass in their school uniform on school collection Sundays

7. School Mission Enhancement, policy and Planning Committee - Theresa Bonaccorsi

- No need to review bylaws at this time
- Holly met with festival committee to agreement on required festival hours for school families
- Will work with Holly to review handbook changes
 - >Changes will include but not limited to social media policy and endowment policy

8. Technology Committee - Mike Scholz

- Had the first meeting with the official technology committee

APPROVED

- Would like a list of current as well as incoming textbooks to evaluate the compatibility with technology
- Will work with Derek to look at all AV connections around the school to evaluate and assess what needs to be done so all equipment is easy to use, as well as compatible and the same all around campus

E. SPECIAL COMMITTEE REPORTS

1. Parent Club - Michelle SooHoo
 - Parent club meetings and activities are on track
 - Would like to explore more content rich topics for parent club meetings
 - Halloween coordinator Theresa Laubach confirmed
2. Parish Update - Father Ken Sales
 - SPRED is up and running for ages 11 – 14, already has kids enrolled and has catechists trained and will be starting in the next couple weeks
 - Two ladies have designed prayer garden, we now need volunteers to chair this ministry as well as money needs to be raised
3. Holy Spirit School - Holly Marsh
 - Considering school building upgrades, only two contractors can be used according to the dioceses
 - Waiting on Window quotes and will look into window coverings as well
 - Working on Finances with Denise
 - We received 2 new 70 inch promethean whiteboards today for 2nd and 3rd grades, their math and Journeys will be more interactive.

F. OLD BUSINESS

G. NEW BUSINESS

H. PUBLIC COMMENT

I. PARENT, PARISH COMMUNITY FEEDBACK

J. NEXT MEETING – January 16, 2017

K. MEETING ADJOURNED - Albert Leano

- Closing Prayer – Patty Gerardo