

St. Theresa School Board Meeting Minutes

General Information:	Meeting Date: February 8th, 2022 Time: 7:00 PM – 8:30 PM Location: Online (Zoom) Next Board Meeting: March 8, 7:00 PM (In Person)
Conducted by:	Berni Gutmann and Chanda Gonzales-Mowrer
Recorded by:	Katie Bowman
Attendees:	Members Present: Katie Bowman, Hilary Clendenning, Adriel Frederick, Chanda Gonzales-Mowrer, Berni Gutmann, Quinn Henning-Hance, Sophia Kassab, Fr. McCann, Alicia Ortegon, Carlos Palacios, Tracey Silva, Tara Tate Members Absent: Michael Finnegan

1. **Opening Prayer:** (Father Bob)
2. **Opening Remarks & Reminders:** (Berni Gutmann and Chanda Gonzales-Mowrer)
 - a. Approval of January Board Minutes - Motion - Tracey Silva, Second - Quinn Henning-Hance
3. **Pastor Report:** (Father Bob)
 - a. Fr. Bob’s health continues to improve
 - b. Continuing to enact safe COVID practices in parish
 - c. Preparing for Lent, including parish retreat in hybrid fashion
 - d. Continuing with First Reconciliation and Confirmation
 - e. Security Systems - will work with Facilities Committee and Principal to assess security system and protocols at facilities and make improvements and updates as appropriate
 - f. Gym Construction Update - contractor continuing to complete work and make final corrections
 - i. Continuing to experience and address leaks
4. **Principal Report:** (Alicia Ortegon)
 - a. Catholic Schools Week - successfully completed, thanks for all!
 - b. Application Update - assessments occurring weekend of February 12th and February 15th
 - i. Of those: TK— 10, K— 13, 1st— 1, 2nd— 4, 3rd— 1, 4th— 5, 5th— 5, 6th— 9, 7th— 1, 8th— 0
 - ii. Evaluating strategies to continue to boost applications
 - iii. Action - Board to share information with the community on benefits of St. T and financial aid and Board continue to post positive reviews on Niche and other sites
 - c. Mask Mandate - School requirements for masking not anticipated to change
 - i. Will continue to evaluate outdoor mask requirements as regional case counts improve
 - d. Test Kits & Masks - Will be receiving tests kits for teachers and youth-sized N95 masks from state
 - e. Tuition Assistance Drive - will be restarting program
5. **Parents Club Update:** (Tracey Silva and Sophia Kassab)
 - a. Teacher Support - continues through Catholic Schools Week and Teacher Treats restarting
 - b. Ambassador Families - outreach beginning, providing support at new student testing
 - c. Auction - Preparations are going well!
 - i. \$38,000 raised to date, including \$8,000 in sweepstakes
 - ii. Board support requested in inviting families to attend
 - iii. Family Donations - due by Monday, February 14th

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- iv. 8th Grade Fundraiser - Village Market meal kit sales begin February 14th
- v. Communications - shared in weekly newsletter

6. Committee Updates & Objectives

a. Communications/Marketing: (Katie Bowman)

- i. Social Media Update - engagement continues steady, call for post ideas from Board
- ii. Event Center Opening Event - brainstorming suggestions for event
 - Will partner with Parish to organize event to tour and celebrate reopening
 - Likely late Spring timeframe
 - Coordinate with mass or other event
- iii. Create Shot list for new photography on the school site – for third trimester
- iv. Support summer mailing - to new and returning families

b. Facilities: (Carlos Palacios)

- i. Available to assist with security/alarm assessment of event center and facilities

c. Finance: (Berni Gutmann)

- i. Kicking off budget planning process for 22-23 School Year, including updated teacher salaries
- ii. Continuing to monitor enrollment and attrition rates, which impact budget

7. Closing/Action Items for Next Meeting: (Berni Gutmann and Chanda Gonzels-Mowrer)

- a. Recruitment - Board to post reviews on Niche or other platforms and continue to spread word on community platforms about benefits of school
 - i. Sophia Kassab to work with Principal to share information on available financial assistance
- b. Auction - Board to continue to encourage participation
- c. Event Center Opening - Communications Committee to work with Parish
- d. Security - Facilities Committee to support school and parish in assessment