

<b>General Information:</b>	<b>Meeting Date:</b> September 06, 2022 <b>Time:</b> 7:00 PM – 8:00 PM <b>Location:</b> Zoom Video Call <b>Next Board Meeting:</b> October 4th, 7:00 PM (Zoom Video Call)
<b>Conducted by:</b>	Chanda Gonzales-Mowrer
<b>Recorded by:</b>	Michael Finnegan
<b>Attendees:</b>	<b>Members Present:</b> Fr. McCann, Alicia Ortegon, Chanda Gonzales-Mowrer, Michael Finnegan, Tracey Silva, Tara Tate, Katie Bowman, Hilary Clendennings, Adriel Frederick, Quinn Henning-Hance, Steve Bond  <b>Members Absent:</b>

1. **Welcome** (Alicia Ortegon and Chanda Gonzales-Mowrer)
  - a. Last year was an odd year given the major transitions for St. Theresa, namely a new principal and management of the pandemic.
  - b. While there were many good ideas proposed by the board, operationally, it was difficult to follow through every thread.
  - c. Therefore, Alicia asked Chanda and Tracey to remain in their positions as Board Chair and Parent Club President, respectively.
2. **Opening Prayer** (Fr. Bob McCann)
3. **Pastor Report** (Fr. Bob McCann)
  - a. We have full use of event center
  - b. We are not financially in arrears
  - c. Back to school picnic was a great success! We actually had to shoo families away at 10:20 , even though the band stopped at 8pm! The evening really captured the essence of a time when churches were the center of a community.
  - d. The water heater is not working in the event center.
  - e. The church is sponsoring a student from Ukraine.
  - f. The bishop held a Retreat last week. Bishop discussed the future state of schools and Parish collaboration. St. Theresa continues to be in good standing for remaining open.

- g. For the CYO Athletic Board. Clarence pulled in some extra help, 2 new board members. And Clarence ran a very successful athletic clinic over the summer!
- h. Proposition 1 - Abortion issue. If it does pass, it enshrines abortion rights up to 'viability'. Father Bob is attending a webinar on how to lovingly preach on it.

4. **Opening Remarks** (Chanda Gonzales-Mowrer)

- a. Introduction of Steve Bond, the one new member of board
- b. We have decided for a smaller board of 8. There will be 2 members on each of the 3 committees, Chanda is President and Michael is Secretary.
- c. We want the Parents Club and School Board to be tight, but with a synergistic, complementary (ie non-overlapping) relationship.
  - i. For example, when we talk about fundraising, which feeds into tuition, this impacts how parent's club fund raises.
  - ii. The School board is here to help the Parent's Club
- d. For the October meeting, Chanda will have some action items for the 3 committees

5. **Principal Report** (Alicia Ortegon)

- a. Now a signer on all St. T bank accounts. Board needs to approve Alicia becoming an executor in order to move/transfer funds. (Board will do this in October).
- b. Air Conditioning Status: Last Friday , someone came to look at AC, for the side of the school that gets the sun. The back of school does not have AC and does not need AC. Even during heat waves, we are able to keep the building relatively cool. Keeping hallway lights out also helps.
- c. Over summer, there was a major e-waste pick up in the computer lab, for free! Next goal is getting rid of bulky furniture.
- d. Great back-to-school night for middle school. 8th grade parents received the links to high schools
  - i. Admission season and school visits start tomorrow. Girls to Holy Names, all students to Moreau, Bishop O'Dowd, St. Joseph, St Mary, Salisian
- e. Field trips are back! 6th and 7th grade are going to camp.
- f. Service learning project. Art-in-a-bag. Go to UCSF hospital for Children. St. Theresa Social Justice committee coordinating. Partnering with St. Vincent DePaul, supporting their community center.
  - i. Chanda asks: Can we add something to the website about service learning? It is a great project, good for marketing.

- g. If you are volunteering, you need live scanning fingerprints, and a safe-environment Virtus test. This will be shared with the St. Theresa parents.
  - h. Other Projects: Library will get up and running. Orientation is up and running. CYO is up and running. Cross Country is up and running.
  - i. The Athletic Director is ill, at the moment, can't show up in person, but is doing lots and lots of work that does not require being there in person. Others are stepping up.
  - j. There is a 3-day principals retreat coming up
  - k. Supervillian marketing meeting canceled for Sept. The next meeting is October during our school board meeting.
  - l. Kerri Nims is doing sacramental prep. This is new this school year. She will also be supporting the Service Learning projects for better coordination between the school at the Parish.
6. **Parents Club Update** (Tracy Silva)
- a. Tracy spent the summer doing recruiting for open positions
    - i. Tara Tate's husband David is the treasurer
    - ii. New parents have gotten involved
    - iii. Still have a couple blank spots, VP and Co-Auction Chair
    - iv. The Auction Chair is Kelly, but we need a Co-Chair. Sophia is doing it temporarily, although she is fund-raising chair
  - b. Still needs more volunteers on Titan Ticket
    - i. Spreadsheet management tracking whose bought, who hasn't
    - ii. Marketing
    - iii. Ordering t-shirts
  - c. Fundraising
    - i. The big new idea is to streamline all fundraising into 2 parts, A fall fundraiser and the Spring Auction
      - 1. Fall Fundraiser. It is a Titan Ticket. You get a spirit day shirt. A teacher tree, a black-and-white photo. All for \$150. All funds go to STAR awards and recognition for teachers
      - 2. Spring Auction. Wine cellar rolls into auction. The Auction will be on Feb 25
    - ii. Chanda adds: The message this year is simple. Fall = Titan Ticket. Spring = Auction. We want 100% participation. No child will go without a Titan ticket. Fundraising must be done by early March. This affects the finance committee, contracts which go out to families, and how they are written.
    - iii. Father Bob adds: Perhaps we can also involve the parish.

## 7. Committee Updates and Objectives

- a. **Communications/Marketing** (Katie Bowman, Tara reporting)
    - i. We met in August.
    - ii. Tara will lead on Supervillain marketing.
    - iii. Alicia adds: Within first two weeks of school, enrolled 5 kids, and then 1 more on way
    - iv. TK and K info sessions. Ms. Rodriguez idea, do orientation for all pre-k directors, a kindergarten info session
  - b. **Facilities** (Quinn Hennig-Hance)
    - i. For the new use of the computer lab, the facilities committee will support whatever the new function is.
    - ii. We will set up volunteer opportunities this fall, for facilities work around campus
    - iii. Note the new pink and yellow lines
    - iv. St. T is moving forward with fiber optics cable. We will need to dig trenches
  - c. **Finance** (Hilary Clendening)
    - i. Need to finalize budget
    - ii. Transition from desktop Quickbooks to cloud-based software, over next year or two. Must do on Vera's timeline
8. **Closing/Action Item** (Chanda Gonzales-Mowrer)
- a. Before next month's meeting, meet with your committees, and come up with 2 action goals, which can be self-assessed