

Saint Mary's High School Advisory Board

In the Tradition of the Franciscan Fathers and Sisters of the Precious Blood

The Mission of Saint Mary's High School is to provide a quality Catholic education by developing and sustaining a rich tradition grounded in Gospel and family values, discipline and respect.

School Advisory Board Meeting Minutes

Monday, December 14, 2009

5:30pm

Thomas J. Reilly Library & Resource Center

The Saint Mary's High School Advisory Board met on Monday, December 14, 2009, beginning at 5:30pm in the Thomas J. Reilly Library & Resource Center.

The meeting was called to order by President, Jeff Glenn.

Members present: Jeff Glenn, Adela (Lillian) Trujillo, Roseanne Osborn-Perez, Evelyn Dawson, Rosie Perez, Rosie Perez, Kurt Schuler, Vernon Speshock and Cindy Zapien.

Members absent: Stan Bednarek, Stefanie Villa and Michael Ward

Attendees: Suzanne Fessler, Carlos Sanchez, Liz Hansen, Victoria Placencia, and Tonya Norwood Pearson.

Vernon Speshock led the group in an opening prayer.

No audience was in attendance.

The minutes of the November meeting were reviewed. They were approved as submitted.

These minutes will be posted on the school web site.

Reports:

The Student Council Report was presented by Victoria Placencia. Smiles for Christmas was held on December 1, 2009, and was a huge success. High school students from Mesquite, Highland, Notre Dame and Seton were here to help supervise the elementary school guests. The theme of Polar Express was carried out by the various game tables and the "train ride" available for all attendees. Lunch was provided for all students in attendance. Student council sponsored a candy cane gram sale for a profit of \$200.00. They also have SM tree ornaments for sale throughout the Christmas season. The sophomore class is sponsoring the Father/Daughter dinner dance this year. It was held on December 12, 2009, in the Saint Mary's cafeteria. The Senior Shirts design for a long sleeve shirt has been chosen. Prepaid orders will be taken for this shirt. A short sleeve shirt will be designed and ordered in the spring. The student council has adopted a family for Christmas and will be collecting presents for the

various members. They will also sponsor a blanket drive for the homeless when school resumes in January. Mrs. Fessler commented that the elementary schools at Smiles for Christmas were, St. Matthews, 1st Child Academy and San Marcos Elementary. Mrs. Adela Trujillo helped with the event and stated that it was a great success and lots of fun!

Ms. Norwood Pearson presented the Parent Organization Report. She reviewed the list of P.O. events for the past month. The tail gate party was held in Monterey Park prior to the playoff football game. Attendees were then able to ride the P.O. sponsored bus to the game at Basha High School. The Parent Org. will be helping with the phone-a-thon scheduled for December. The Parent Org. Holiday mixer was held on December 11th at Doc's Place. Harmony Dance provided entertainment for the group. At one point a total of 36 parents/alum were in attendance. P.O. leadership will be scheduling a meeting with Mrs. Fessler to do event planning for next semester. They hope to set up a once a month meeting time. Communication with the SM parents continues to be a challenge. They have emailed parents, passed out flyers and copied flyers for the students to take home. The Parent Org. will focus on Project Graduation in the next month. They are also working on the Fashion Show, scheduled for February 6, 2010, at St. Mary's. They continue to research how they can post the student directory on the web site in a safe, pass word protected, manner. Mrs. Hansen stated that the "background" is all set to put this information on the web site.

Mr. Sanchez presented the Athletic Department Report. He stated that soccer and basketball were both going well. Both of the Varsity Basketball teams will be involved in tournaments in the next few weeks. At this point 14 girls and 19 boys are out for soccer. The competition is fierce in our region. Schools that have club athletes on their teams are able to compete at a very high level. Mr. Sanchez answered questions about the Rhymes family Hardship Appeal. Mr. Sanchez stated that four students applied for a Hardship to play a sport at St. Mary's. Three of the four were denied. One student was awarded a Hardship and is allowed to play basketball at this time.

As Matter of Record, the Board wanted to express its appreciation of the progress in the Football Program. They were pleased at our team's ability to participate in the playoffs. It was stated that we will continue to build our program. They stated that the progress has been amazing under Coach Zubey's guidance. They asked Mr. Sanchez to give their compliments to Coach Zubey and his staff. It was felt that the year around program for weightlifting and conditioning has contributed to this success. Discussion followed.

Scholarship and Benefits Fund did not present a report. Mrs. Fessler stated that the phone-a-thon was scheduled for this week and would continue each night until the Christmas Break.

Mrs. Fessler presented a written Principal's Report. The Board complimented her on the detail and breadth of information contained in the report.

The Catholic Community Foundation will hold their meeting on our campus. We are pleased to host this event and showcase our beautiful facility. We have received monies from this organization and are pleased to help them in this way.

Mrs. Hansen presented the written Finance Committee Minutes, Budgeted Financial Statement and Balance Sheets for the months of November and October. The focus in the Finance Office, at this time, will be on collecting all delinquent tuitions amounts before the final exams begin on December 16, 2009. We are currently down to 115 families who are not current with their tuition. This number should decrease as time passes and payments are made.

Mrs. Hansen has met with a Tax Credit Foundation. They are open to the possibility of our families applying for financial aid. We thought our need was around \$376,000.00. After carefully reviewing our records we discover that our need is between \$500,000.00 and \$700,000.00. All of our qualified families will go through an application process similar to the CTODP application. They have not capped the amount available to us; it remains unlimited at this time. We applied to and received funds from the Farrington Foundation in the amount of \$10,000.00.

We are currently \$275,000.00 delinquent in tuition amounts. Our families must be current on tuition to be able to take exams. We are currently tracking eligibility for the CTC and will submit this information in the near future. We are hopeful about the financial aid our families might receive.

There was no report from the Strategic Plan Committee. The previously scheduled meeting was cancelled because of the Joe Vales funeral. They do have a date in February scheduled with the diocesan representative. Mrs. Fessler suggested that they may schedule a couple of evening meeting and retain the February date as a closing meeting.

Building & Grounds Report was discussed by Mrs. Zapien. The committee was formed to promote the health and safety of the students and staff. She stated that they were planning an in-service on the use of fire extinguishers. A discussion followed on the possible establishment of future goals for this committee. Mrs. Hansen stated that in the past eight years this campus has been completely remodeled. The Buildings and Grounds Committee members used to walk the campus and make suggestions for improvements to our maintenance staff. Currently we are operating on a complete maintenance plan for improvement and upkeep. The committee could refocus on other areas of need. Discussion followed on the need for training of the night staff regarding electrical outages, etc. and access to the breaker box in the building.

The Technology Committee had not met in December and had no report at this time. They are scheduled to meet in January.

The Marketing Committee had no report at this time.

The By-Laws Committee met on November 19, 2009, and presented their written suggestions for revision of the By-Laws. This document was reviewed. A reading of changes will occur at the December

14th meeting. We will read the suggested changes at the January meeting of the Board and then vote at that time.

Questions were raised about the abatement project on Sheridan Street. Mrs. Hansen stated that the project was “out for bids” at this time. The highest bid at this time was \$5,600.00. They will re-write the plan and then re-bid the project.

The Corporation Board Meeting was held and the documents were signed by the Bishop for this year.

New Business:

Six changes were recommended by the By-Laws Committee. These changes will be made and the second reading of changes will be made in January and then voted on. There was discussion about the revision regarding attendance of members. It was determined that this would go into effect after the vote in January and would not be retroactive.

Members were asked to please consider becoming the chair of the nominating committee for the coming year.

The Finance Committee will have three spots open for the next term. If anyone is interested in being a member of the Finance Committee please do so before their terms end.

Suggested items for the next Agenda:

Abatement

By-Laws

Chair Nominations

Old Business:

Finance Committee Members

Tax Credit Foundation Update

Upcoming events:

Christmas Party for faculty and staff on December 17, 2009.

Retirement of Mr. Garcia and Mr. Farrell

A question was raised about a yearly student bus pass and its availability. Mrs. Dawson has seen a pass, purchased through a school for a discounted yearly amount. Mrs. Hansen stated that she would look into this possibility for our students.

Mrs. Roseanne Perez will lead the prayer at the January meeting of the Board.

Mr. Speshock led the Board in the closing prayer.

The meeting was adjourned.

