

## St. Kateri Tekakwitha School Board Agenda

**Monday, June 1, 2015**

*We are an Evangelizing  
Roman Catholic Community  
of Christ's Disciples that  
Welcomes All  
Prays Joyfully  
Grows in Faith and Knowledge  
Proclaims God's Kingdom  
Acts Justly:  
**This is our Mission.***

In attendance: Fr. Bob, Lucia Gutierrez, Deacon Patrick Rice, Kevin Kerwin, Paul O'Brien, Steve Labate, Tosha Burnie-Grimmer

Absent: Terri Little, Jorge Valero, James Feeney, and Silvia Febus

1. Opening Prayer – led by Deacon Pat Rice
2. Approval of the April & May Meeting Minutes – adjust Paul O'Brien's & Kevin (absent) names. Paul O'Brien approved with a second by Steve Labate. Kevin Kerwin approved May minutes along with Paul O'Brien.
3. Privilege of the Floor - Kevin – “Just Run” with 24 area participating schools. Track meet at Union College; look into program being offered at St. Kateri. Kevin could coordinate. Local sponsored is Hudson Mohawk Road Runners club.
4. Principal's Report – Lucia presented her June report. New students and border-line preK students were assessed by teachers. Run for Fun: some students were injured so next year little ones will run on grass. Church recruitment has gone well. Parents are committing to upcoming year. Niska day was successful. Ministry Fair – school will have table weekends of June 6/7 and June 13/14. Concert was fabulous. Mrs. Brown is leaving but will help with interviewing new teacher (June 17). PTO sponsored “Walk on the Moon” program for grades 1 -5 which was very well received. Staff Retreat on May 29 was very successful. Upcoming events: School carnival – seeking volunteers for 5-8 pm. Appreciation luncheon for GE volunteers will be June 8. Last school Mass on Friday, June 12. Graduations for 5<sup>th</sup> grade, PreK and Kindergarten.

Parent handbook has been drafted/finished. Passed out. Feedback due by June 20. Bullying section needs good eyes. Used St. Ambrose handbook with current policies with parent, teacher and nurse feedback. Children and parents will read this and sign (last page returned to office). Lucia will send to Catholic Schools Office for approval. Have parent meeting to review handbook along with uniform. September numbers = more nursery and preK (two 1, two 2, 2 third, 1 4/5, 1 fourth, and 1 fifth). 299 definites a few weeks ago. Compare numbers from previous year (or two) on enrollment. Budget meeting – (new diocesan regulations): second round this week (Deacon Tom, Kathy Sharrow, Tina McParlton, Jenny & Lucia). Thursday, 1 pm (June 4).

5. Father Bob's report – possible donation for building (matching grant of \$100,000) Have \$40,000. Request to ABC to Diocese for approval; Evangelist will do story once there is approval. Roof might need to be replaced. Town had successful meeting with medical building. Once that is approved then we have \$100,000 with Losee playground. Busy summer. Church repairs. Major cleaning over the summer. Pastoral Council meeting tomorrow. Theme for next year: Holy Year of Mercy. Faith-Filled Families might not happen due to Diocesan changes in structure.
6. Old Business – Short survey was completed by board members. Goals, roles & processes. Goals of advisory board. Pages 2 and 3 – is it right? Draft document. Give to new members and use as check ins for work throughout the year. Mission, scope & personal expectations & Group expectations will be in place for next year.

Strong and vocal board; independent and cooperative. Board can see blind spots. Lucia would like help with finance, recruitment, using/finding community resources & agencies.

Advisory committees with board chair. Develops agenda & committee leads (requirement), ensures proper functioning of committees, facilitates board self-monitoring. Four committees: finance (guidance on tuition, operating budget & capital expenditures), marketing/recruitment (promoting school & curriculum to maintain & increase enrollment), policy development (handbook, within diocesan school policy), and strategic planning (2 – 5 year ahead in conjunction with the Pastoral Council).

Finance: budget & facilities (combined within Parish Council)  
Development: Fundraising, Marketing & Recruitment  
Catholic Identity: Implementing yearly theme & policy review  
Strategic Group (ad hoc): President & Committee heads.  
New and reinvigorated board for August.

Find constitution

Recruitment for board members & 3 committees

First Monday of Month calendar for 2015-16

August 10 – Retreat 4 pm to 8 pm with dinner. RR parish center.

7. New Business – motion to adjourn. Kevin Kerwin & Paul O'Brien