

**Mount Carmel School Board Meeting
January 12, 2010
Unapproved Minutes**

Attendees

Teresa Anthony, Michelle Conci, Ed Gory, Sandi Meisenbach, Debbie O'Toole, Dave Peck, Karen Sammons, Daphne Small

No quorum present

Pre-School Report – Sandi Meisenbach

- Sandi & Michelle Conci will have a booth at the Hillsdale Mall Pre-K/Kindergarten Fair
- A new logo has been developed for the Pre-school
- We have received one app from our online app download feature
- Apps for 3's program being accepted until the end of February
- Parent interviews of applicants will be conducted by Sandi, Teresa and Father John
- Although it was approved last month to institute mandatory uniform/scrip/hours for the 4's program next year, it has been decided to continue it as optional for one more year, as some 3's families had indicated they might withdraw their children from the program due to the fact that they have no intention of sending their children to Kindergarten here (public school and St. Pius families) and the financial outlay would be an unreasonable expectation, since they enrolled before the program was begun.

Principal's Report – Teresa Anthony

- We are getting ready for Catholic Schools' week. Plans include 125th anniversary kick-off on Sunday with the rededication of the school; week of activities including possible Blue & Gold day, school breakfast morning; Community Outreach Valentine project; etc. Agenda for the week will be included in the 1/27 Announcements
- Kindergarten apps are starting to come in. Teresa and Gina Malaspina will have a table at St. Matthias's annual Kindergarten Fair.
- We will hold a parent-only Kindergarten Open House on 1/19.
- New this year, all kindergarten applicant families will be interviewed, rather than just the new families as has been done in the past.
- Teresa will be on a WASC team in San Clemente, necessitating her absence from campus for 2 days in February and 3 days in March
- Last Smart Boards have been ordered and should be delivered and installed by Open House. Training for use of "interactive clickers" has taken place.
- 8th graders have all finished taking high school entrance exams and are finishing up application process

Chairperson's Report – Daphne Small

- Thanked Board members for realizing how important their work is.

Development Director's Report – Michelle Conci

- Spectrum cover and article are a great success. They will be handing them out at Hillsdale Pre-K/Kindergarten booth
- This quarter's In-Touch is at the printer's.
- We have 12 RSVP's for 1/19 prospective kindergarten parent event
- This year's 5th grade is small – hoping to fill with parents coming from public schools who do not want middle school for their children. Traditionally, we have many 6th grade apps for this reason.
- Catholic Schools Sunday Mass/Rededication invites have gone out to notable alumni, former employees and priests, Srs. Of Notre Dame, local public figures, etc.
- Plans for 8/13 – 15 alumni weekend moving along.
- We will host Redwood City Chamber mixer next week – expecting 50 – 100 attendees.
- We have received double the amount of dollars from the Annual Report compared with what was generated from last year's Fall issue of In Touch and are about \$200 behind last year with donations resulting from Annual Campaign letters.
- We need School Board members to lead tours at Open House.

OVER

Finance Committee Report – Teresa Anthony

- They met last night and will begin developing next year's budget to present to the School Board in March.

Technology Committee Report – Teresa Anthony

- Brad Walan has both our and St. Pius's current Tech reports and the committee will cull from the best of both to create a new 5 year plan. He has talked to Christopher Lane and toured the school with him to become familiar with the status of our equipment.
- The committee will meet next on 1/28.
- Gina Furrer, Roman Rubio and Teresa will meet before then to discuss teacher component of 5-year plan
- Goal is to have new 5-year plan completed by 5/4.

Emergency Committee Report – Debbie O'Toole

- Jim Frey has inventoried Emergency Backpacks the primary grades and made recommendations for updating them. Debbie will meet next week with Teresa to discuss changes to be made to implement the update.

Facility Improvements Committee Report – Ed Gory

- Teresa, Ed and Fr. John will meet soon to determine what should be included in the 5-year plan regarding the facility and then Ed will submit this component to Jean Wohrer.
- There is a need to re-define school financial responsibilities vs. parish – possibly school takes care of inside while parish takes care of the out side?

Scrip Committee Report – Teresa Anthony

- Kathy Schneider has mentioned that Land's End Scrip can be used, not only at Land's End, but also at Sears, K-mart and Orchard Supply. A good reason to do this is that the % on Land's End Scrip is greater than that of the other three. Currently, Land's End is a Special Order item.

PTG Report – Karen Sammons

- HOT Fund collection was a great success.
- Family Game Night will be held on January 29th.
- Plans for Open House reception are underway.
- 1st grade room parents need to reserve pool for year-end picnic.

Open Forum / Announcements

- Ed asked if we have ever considered using the Art In Action Program. Teresa said we have looked into it, but it is not cost-effective.
- March School Board meeting (budget presentation) will be moved to Monday, March 15th to accommodate Teresa's WASC travel schedule

Meeting adjourned – Next meeting to be held on Tuesday, February 9th at 5:30 p.m. in the Library.