

*Good Shepherd School Board Meeting
Thursday, January 21, 2010
Good Shepherd School Library*

The meeting was called to order at 6:35 p.m. and opened with a prayer from Father Helwig.

In attendance: Father Helwig, Sean McCormack; Jill Aversa, Marla DeFrank, Janine DiCaprio, MaKathy Donley, John Ford, Catherine Gibson, Mark Glessner, Donna Hergenroeder, Ann Higgins, Joe O'Neil, Kathy Pillion, Derrick Rosenstein, Frank Sajer, Michael Whiteman Absent: Melinda Joyce

APPROVAL OF MINUTES

The board approved the December meeting minutes.

PASTORS REPORT (handout)

Father Helwig

Father Helwig distributed a school organizational chart, which outlined the relationship of the school board with the principal, and the parish finance and pastoral councils. The school board oversees five committees: *Policy & Education, Development & Finance, Buildings & Grounds, Communications*, and an *Ad Hoc* committee.

The PTO and its fundraisers fall within the board's development and finance purview. This chart formalizes PTO in a development capacity and indicates that the school board is responsible for fundraising by non-student organizations. The PTO will have a non-voting seat on the board, which will be reflected in updated constitution and by-laws. Father expects this measure will create a more comprehensive fiscal network.

Father Helwig will work with Sean (Board Chair) and Melinda (Policy Chair) to review the constitution and by-laws to bring them up-to date. A draft will be distributed to the board for comment.

PRINCIPAL'S REPORT

Catherine Gibson

- Enrollment is 279 (down from last month).
- The Catholic Schools Week schedule of events is on the website, www.gsschpa.org.
- The Open House is Sunday, January 31 from 1 p.m. to 3 p.m. There will be – refreshments, power point pictures, financial handout, student council representatives, and kindergarten registration.
- A “Highmark Healthy High Five” grant to our school will augment our gym program with training, equipment and improved resources for the current physical education curriculum.
- Next year nominations for the NCEA Distinguished Alumni Award will be accepted throughout the year.

COMMITTEE REPORTS**I. Policy & Education** (handout)

Janine DiCaprio

Janine distributed an updated bullying policy. She and Sean anticipate using a program similar to the Swatara police department's program.

II. Development & Finance**A. Events** (handout)

Marla DeFrank

- Marla distributed the Dinner Dance invitation and flyer with the new logo. She asked members to write requests to their contacts for raffle and auction items. Auction items will be accepted through April 1.
- A book listing auction items will be published.
- *Thank you, Mrs. Reitze, for coordinating the artwork.*

B. Grants (handout)

Frank Sajer

- Frank distributed a letter of intent to the Donald B. and Dorothy L. Stabler Foundation requesting a grant.
- The school received a donation towards a GSS endowed scholarship.

C. Finance (attached report)

Mark Glessner

According to the December financial report, expenses for the school exceeded income by \$94,000. Mark reported on the anticipated parish subsidy for 2010-2011 school year.

III. Building & Grounds

John Ford

John noted the areas that need attention:

- Kitchen for cleanliness and safety (clutter blocks exits, refrigerator and sink maintenance)
- Gym storage room – needs organization
- Gym at the bleachers – needs to be de-cluttered
- Building foundation – needs sealing
- Each group using the kitchen must be responsible. The committee will draft a cleaning checklist
- Jill suggested a volunteer group clean up, similar to the way the parish hall is maintained. The committee will request parish groups to rotate and to commit to periodic clean up.

Update on the Market Street amber school lights: two municipalities must agree to provide them. Hampden agreed; Camp Hill did not. The project was dropped.

IV. Communication

Donna Hergenroeder

Donna asked Mrs. Gibson if teacher web pages would be current in time for Catholic Schools Week.

PTO UPDATE

Ann Higgins

- “Friendly’s Fun Night” will be Thursday, February 4. A portion of the proceeds goes to school.
- Parents will coordinate teacher dinners for Friday, February 5, during Catholic Schools Week.

NEW BUSINESS

- ❖ Michael Whiteman led a budget presentation and the board discussed next year’s financial needs and tuition structure. Jill recommended the Intent to Return letter be distributed as soon as tuition is approved, along with a contract. Father Helwig noted that Mrs. Gibson and Mrs. Cwalina also recommended that this be done. Father agreed to send the letter and contract out to current students in March.
- ❖ A special school collection will be taken at all the parish Masses on the weekend of February 6-7, as part of the development committee’s effort to raise funds.
- ❖ Father Helwig recommended displaying the old school’s stainless steel cross (now in storage) in a foundation at the gym’s grassy area, with a dedication to Bishop Rhoades. Construction will take place during the summer. Dedication of the cross is anticipated in the fall.
- ❖ Father also proposed dedicating the parish hall to Bishop Datillo, who was the original supporter.

The meeting adjourned at 9:20 p.m.

*The next meeting will be Thursday,
February 18 at 6:30 p.m.*

Respectfully submitted,

Donna Hergenroeder