

Most Holy Trinity Catholic School
School Advisory Board Committee Meeting
Wednesday, September 15, 2010
6:00 p.m., Library

Meeting Minutes

Start Time: 6:00PM

In Attendance: Fr. Alphonsus, Fr. Richard, Mike Brennan, Peter Baker,
JJ Berglund, Robert Salas and Michelle Herrera

Absent: Rose Brizzee, Christy Fadden

6:00 WELCOME:

Peter Baker

OPENING PRAYER:

Fr. Alphonsus

MISSION STATEMENT:

All Board Members

OPENING REMARKS:

Review the Following:

Peter Baker

- Agenda Review
- Diocesan In Service
- Open Forum
- Strategic Plan
- Monthly Meeting is Reporting Meeting Only – working meetings outside of monthly.

Additional Opening Remarks

- Robert Salas – Need to discuss enrollment
- Fr. Alphonsus – Keep Caryn informed, let her know our needs for assistance.

NEW MEMBER INTRODUCTION:

- Holly Wims – Newest board member – Joining us for 1st time at Diocesan In Service

Peter Baker

REPORTS:

- Pastor Report
 - 1. Thank you Card for Caryn
 - 2. Plan Including Sister is taking place – Glad they are here
 - 3. Oct. 2nd third Sister will arrive
 - 4. Sr. Emmanuel - Superior
 - 5. Sr. Victoria – Counseling
 - 6. Sr. Allison – Substitute Teacher
 - 7. New Parish Council formed - Has new mission statement
 - 8. Oct. 4th Meeting Parish Council will choose executives
 - 9. Work together as one unit (School & Parish)

Fr. Alphonsus

- Principals Report

- 1. Developing vision of School with Staff
- 2. September 11th Memorial Mass & Color Guard
- 3. Faculty “School-wide Spirituality Committee”
- 4. Oct. 7th NPH Miacatlan, Mexico Mass and Events
- 5. Back to school night a success

Mike Brennan

6. Implementation of "Teacher Professional Growth"
7. Sept. 21st Elective Enrichment courses begin – NEED LIST
8. New committees established & chaired by MHT faculty – NEED LIST
9. ITBS committee developed for future assessments
10. Assessments being researched for Kindergarten & 1st grade.
11. Professional development of Faculty for this school year
12. All salaries & hourly wages frozen for SY 10-11
13. Personnel changes for SY 10-11
14. Mrs. Engel out on maternity leave until end of the 1st quarter
15. Meeting with Fr. Richard, school administration & all faculty – future of MHT & stakeholder's – Results to be emailed to SAB members
16. Faculty representative to appear at SAB meetings

NEW BUSINESS:

Motion to vote on Constitution and Bylaws – Peter Baker
 Second the motion – Robert Salas
 Constitution and Bylaws voted and approved by a unanimous vote by all voting members in attendance.

Diocesan School Board In-service agenda
 Saturday Sept. 25th at Saint Mary's High School

Peter Baker

Sessions to Attend:

1. Social Media – Rose Brizzee
 2. New Board Member Orientation – Holly Wims
 3. Stewardship – Peter Baker
 4. Tools for Funding – JJ Berglund
 5. Sharing Fundraising Ideas – Michelle Herrera
 6. Marketing Preschool & Kindergarten – Mike Brennan
- Report on sessions to be given at next monthly meeting.

Night of Hope – Endowment for Diocese of Phoenix – Oct. 23rd, 6pm - \$100 per person
 MHT to have 2 tables (10 seats per table)

STRATEGIC PLAN: Committee Status review / updates

All Board Members

1. Elements of Financial – On Track – Rose/Peter forming committee will report on 10/20
2. Marketing Plan – On Track - Rose/Robert forming committee
 Researched: Enrollment Items, STO assistance (getting preliminary data)
 Robert to go over report, once completed, with Parish Council
3. Communications – Michelle - Developing of Survey, once approved, pass out on Fridays.
 Forming committee, will report on 10/20
4. Increase Human Resources – JJ/Holly – Holly to be copied on this action
 Teacher in put – Mr. B to bring up with teachers at Friday meeting & report to JJ & Holly
5. Enhance Catholic Identity – Robert – Robert asked if Sr. Emmanuel could head this.
 Mr. B will talk to Sr. Emmanuel & teachers – Mr. B. to update prior to 10/20

CLOSING PRAYER:

Fr. Alphonsus

ADJOURNMENT 7:06pm

Meeting Minutes Approved by Most Holy Trinity Catholic School Advisory Board Secretary

Michelle Herrera
 Michelle Herrera

9-22-10
 Date