



Parent Association Board  
Meeting Minutes  
June 7, 2011

President Claudia Ferguson called the meeting to order at order at 4:00 p.m.

**In attendance:**

Claudia Ferguson	President
Ralph Valente	Principal
Barbara Kuhl	Vice Principal
Steve Gorski	Treasurer
Laura Scarsi	Secretary

**Absent:**

Karrie Saydah	Second Vice-President
Rose Banich	First Vice-President/Fundraising
Marilyn Bednar	Communications
Monsignor Cacciapuoti	Pastor

**1. May: Approved**

**2. Parent Comments:**

Mr. Gorski made a proposal to change the way that graduation expenses are paid going forward. The proposal is to divide the total graduation expenses into three categories as follows:

- Category 1: To be paid for by the School (approximately \$1,400 in 2010). All expenses related to May Crowning, printing, engraving, awards, diplomas, tassels and cap & gown purchase/rental, etc. These expenses will be incorporated into the school budget for 2012 and going forward.
- Category 2: To be paid by the Parent Association (approximately \$4,000 in 2010). All expenses related to the graduation breakfast including food,

rentals, decorations, invitations, etc. The 7<sup>th</sup> grade students and parents would still be responsible for planning and executing the event but the Parent Association would underwrite the costs up to an agreed maximum amount. The Parent Association will sponsor the breakfast as a “thank you” to all the 8<sup>th</sup> grade families for many years of volunteer work and donations to the school.

- Category 3: To be paid for either through fundraising by the 8<sup>th</sup> grade families or a graduation fee paid to the school. All expenses related to the 8<sup>th</sup> grade retreat, Disneyland, graduation flowers, photographer, DJ for student dance, yearbook and class gift to the school (approximately \$6,000 in 2010).

The rationale behind this proposal is to reduce the amount of fundraising that is required of 7<sup>th</sup> grade and 8<sup>th</sup> grade families. Board members have gotten feedback from several families and room moms that the amount of fundraising is challenging and leaves many graduating families feeling exhausted by the end of the process.

The proposal was discussed in detail by the Board. Mr. Valente reviewed the benefits of having the 7<sup>th</sup> and 8<sup>th</sup> grade families/students fundraising and working towards a common goal.

Mr. Valente agreed that the school would pay for all the costs in Category 1 for 2012 and going forward.

The Board agreed to cover the costs related to graduation breakfast (Category 2) for 2012 and going forward. Mr. Gorski will review graduation breakfast expenses for the past few years and submit a budget amount to the Board for review and approval at the Aug or Sept. Board Meeting.

For the 2012 graduation, 8<sup>th</sup> grade families would still be responsible for fundraising to pay for all Category 3 expenses. A proposal to implement a graduation fee for 2013 will be discussed at a later date.

The Board discussed the procedure in selecting Room Parents.

### **3. Principal Update:**

We are introducing a new math teacher. Her name is Jamie Halpeny. She studied at the University of Portland and the University of Southern California. There will be some classroom changes.

CEC Extended Care: We received contract today. We have daycare room, working on converting our phones and fingerprinting. We have 36 registered families. We might have more. CEC’s curriculum will consist of more outdoor sports activities. CEC specializes in early childhood development.

Spring Raffle: Who contacts spring raffle winner. The Spring Raffle chair should contact recipient of spring raffle winner in a timely manner. Mrs. Saydah should touch on turn around time into the job description.

4. **Pastoral Update:**

None

5. **Division Updates:**

6. **Steve Gorski (Treasurer):**

Discussed accounts and comparison. We met our goals, we did great fundraising.

Mr. Gorski discussed investment policies. Mr. Gorski discussed technology upgrades, particularly Phase II. Streamlining both forms and payments onto the website i.e., hot lunch, dance forms, etc. so that parents can see an improvement. We need to communicate with parents so that they can see what is being done with their fundraising money.

7. **Barbara Kuhl: (Vice Principal)**

8. **Rose Banich: (Fundraising/First Vice President)**

Absent.

9. **Marilyn Bednar (Communications)**

Absent

From Holly Bauer (New Communications Chair) Faith and Reason. Frank Pastore will be our speaker at the Winter General Parent Meeting. Mr. Pastore is a writer, speaker and radio show host.

10. **Karrie Saydah (Second Vice President):**

Absent.

11. **Laura Scarsi: (Secretary):**

Nothing to report.

**12. Claudia Ferguson: (President).**

Nothing to report at this time.

Meeting adjourned 6:00 p.m.