

Meeting Minutes of the Corpus Christi School Board

**December 17, 2009**

**In attendance:** Katie Murphy, Dorothy Militar, Walid Abdul-Rahim, Una Gilmartin, Anne Woods, Mary Tarczynski, Loretta Meyer, Patrick Hurley

**Visitors:** None.

**Absent:** Mike Huaco, Elizabeth Murphy

Meeting convened at 6:10 p.m.

**Minutes:** The minutes for the last school board meeting of November 19, 2009 were approved unanimously.

**Faculty Report:** No Report.

**Parents Group Report:** No report.

**Pastor's Report:** None

**Principal's Report:** **Katie Murphy**

- Katie reported that the Oakland Diocese is freezing all salaries of all personnel (all levels) for the next fiscal year. Katie informed the staff of this development. There is a reported 0.2% CPI index for last calendar year (2009). The SF Diocese is also considering this measure. Corpus Christi will be at 82% parity with the public schools (in terms of salary) and seeks to reach 85%.
- The school has held several Open Houses in hopes of receiving Kindergarten applications. The K class will be full if every child tests as ready. She thinks that up to 17 siblings will apply for Kindergarten next year. Prospective parents can see Kindergarten in action on Tuesdays. Anne asked if we can get a sign up sheet (names, phone and e-mails) of parents that visit on Open House days at school. There will be an increase in K class hours at St. Theresa's (5 hours) and Assumption (full day) next year. Corpus Christi is constrained in increasing K class hours due to a space problem. For this problem, the enrollment committee will investigate options to address this for the year 2010-2011 (and beyond).

Race to Nowhere: This well received documentary will be showing at the Grand Lake Theatre on February 11 with Corpus Christi School hosting. There will be lots of publicity and other schools will help sponsor.

**Men's Club:** **Walid Abdul-Rahim**

No Report.

**Board Business:** **Dorothy Militar, President**

Dorothy reported briefly on the Corpus Christi Leadership, recruiting process and schedule.

**Committee Reports:**

**Finance:**

Mary Tarscynski presented the finance report update. She passed out two financial reports. In general, revenue is still on target – the school is tracking plan. However, Extended Care is not tracking plan, but November revenues are encouraging. Mary met with Amy over Thanksgiving break. Mary discussed complexity of billing for siblings (different rates), drop in care, etc. and also positive feedback from parents on communication and programs. This was followed by a long discussion regarding billing rates and how it could be simplified or streamlined.. A suggestion was made to hire a summer intern or program to computerize, find software, or other solutions to the billing quagmire.

**Vice President:**

No report.

**Development:**

No report.

**Strategic Planning:**

Anne Woods discussed the Strategic Plan and reviewed the new Enrollment subcommittee to begin work in January. She asked Loretta to chair this subcommittee to determine if more outreach and publicity can be done to increase enrollment and determine what tasks are feasible to investigate and research in this area. Anne previously provided an outline of this subcommittee to Katie for her review. A discussion ensued regarding how school applications are down (as well as baptisms in the parish) and Katie attributed this trend to 3 factors: 1) The economic downturn; 2) a decrease in turnover of families in the parish outlying neighborhoods, i.e. new families are not moving into the parish as frequently as previous years, and 3) a small drop off in families joining Catholic Churches (in general) due to lingering publicity over clergy abuse. The subcommittee will be investigating reasons and causes and will also look into whether increased publicity could reverse this trend. The first meeting of this subcommittee will be held in January.

**Buildings and Grounds:**

No report.

**Mission Effectiveness:**

No report.

**Miscellaneous:**

**Katie Murphy**

No more items.

**Action Items:**

**Loretta Meyer**

- None.

**Next CCSB Meeting:** Will be held on January 28, 2010, at 7:00 pm and Mary Tarscynski will be leading prayer and bringing snacks.

**Next Parent's Group Meeting:** Will be held on January 4, 2010 and Una Gilmartin will be attending as the CCSB representative.

The meeting adjourned at 8:00 p.m.

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Respectfully submitted by Loretta Meyer