

St Teresa Catholic School
Parish Board of Education Meeting Minutes
October 17, 2023
6:30 pm - 7:30 pm
Parish Center

- Call to Order and Routine Matters (5 minutes)
 - Roll Call and opening prayer
 - Approval of Minutes August and September 2023 – ACTION
 - *Motion to approve by G Mertens, seconded by C Mahr. No opposed.*
 - Public comments
 - No requests for current meeting
 - Organizational Reports (PTO, MENS CLUB, Perpetual Help)
 - PTO
 - *Trunk or Treat is on 10/29 from 2:00 pm – 4:00 pm.*
 - *11/8 is the Texas Roadhouse fundraiser. Gift card purchase is available as well and part of fundraiser.*
 - *Auction planning is on-going.*
 - Men's Club
 - *Took down tent from near playground and put it in storage.*
 - *Will be paying a portion of reading teacher's salary.*
- Old Business (5 minutes)
 - Phone and Bell System Repair/installation bids
 - *Four more PA speakers in classrooms aren't working (total not working is now at 6).*
 - *For replacement system, the purchase price will be around \$3,100 and the service price will be \$550 per month (which is up from \$250 currently).*
 - *Proposed new system/services will offer enhanced options that do not exist with current system.*
 - *New system will have school rent phones as opposed to buying them, which means that any damaged phones can be replaced. The ability to replace damaged phones is covered in the monthly cost.)*
 - *Installation would occur through the existing ethernet system in the school.*
 - *Tech funds would be used to cover cost.*
 - *Motion to proceed with the bid and take to Parish Finance Council is approved by T Fietsam, seconded by E Totel. 7-0 vote approving motion to take bid to Parish Finance Council.*
- Principal Report—N Green –INFO (10 minutes)
 - *Safe and Sacred training currently going on.*
 - *St. Teresa nominated for NAEP award, fourth grade will take test to show growth.*
 - *Red Ribbon week is next week.*
 - *On 11/1, the 3rd grade class will do Saint presentations*
 - *On 11/10, there will be a Veteran's Day Assembly at 2:00 pm at school.*
- Pastor Report—Fr. Joseph—INFO (5 minutes)
 - *Celebration of St. Teresa was well attended. Hoping to have the state in withing two weeks.*
 - *Pope Francis invites all Catholics to pray for an end to the wars that are currently ongoing.*
 - *Marathon prayer from 6:00 am on 10/26 to midday on 10/27.*
- Finance Report/Budget—B Wojcik —INFO (5 minutes)

- *Roll over of tech feeds from last year can be used to pay for phone/intercom system.*
 - *There are funds available for tuition assistance for those who apply and qualify.*
 - *Mrs. Green will run delinquent tuition report on 10/18/23 and notify families who have not paid of what next steps will be.*
- Committee Reports (15 minutes)
 - Policy & Planning (M Meirink & G Mertens)
 - Updates/information
 - *Review handbook for vote at next meeting*
 - Finance (E Totel & M Baum)
 - Updates/information
 - *Starting to work in budget for 2024 – 2025 school year and enrollment projections with Mrs. Green.*
 - *Auditing budget vs. expense from last year's accounting.*
 - *Creating escrow accounts for prepaid expenses.*
 - Mission Effectiveness (T Fietsam)
 - Updates/information
 - *No updates*
- New Business (10 minutes)
 - 1951 School Building Tuck-point bid/update
 - *Bid was approved by Parish Finance Council.*
 - Phone and bell system upgrades-new bid review
 - *Discussed in Old Business portion of meeting.*
- Adjournment and Closing Prayer (5 minutes)
 - Next Meeting **Tuesday November 21, 2023** at 6:30 PM