

**St Teresa Catholic School
Parish Board of Education Meeting Agenda
September 17, 2024
6:30 pm - 7:30 pm
St. Teresa Parish Center**

- Attendance:
 - *Present: Aaron Day, Mitchell Baum, Catina Mahr, Dan Oschner, Nicole Green, Fr. Joseph Oganda, Emily Totel, Melissa Meirink, Jeff Naylor, Steven Dunn, Tammy Grime*
 - *Not Present: Brian Reaka*
 - *Visitors: Tiffany Kraus (PTO); Sheila Faszold (parent)*
- Call to Order and Routine Matters (5 minutes) – *Mitch Baum 1st motion, Dan Oschner 2nd motion to open the meeting at 6:30pm.*
 - Roll Call and opening prayer – *Hail Mary.*
 - Approval of Minutes August 2024 – *August meeting minutes to be distributed for October meeting.*
 - Public comments
 - *No requests for current meeting.*
 - *Mrs. Green will create Google Form for future requests for comment; Aaron and Melissa to have access to form to review requests.*
- Old Business (5 minutes)
 - Vote New Members and Officers
 - *Aaron asked for motion to accept and place Tammy Grime (parishioner) and Jeff Naylor (school parent) as school board members for 3-year term. Catina 1st Motion, Dan 2nd Motion. Motion passes unanimously.*
 - *Aaron asked for motion to place Officers for one year term from August 2024 as follows: Aaron Day as President, Catina Mahr as Vice President, and Melissa Meirink as Secretary. Mitch 1st Motion; Dan 2nd Motion. Motion passes unanimously.*
- Organizational Reports (PTO, MENS CLUB, Perpetual Help)
 - PTO (T. Kraus)– *Auction is February 8 at Gateway Classic Cars. Theme of auction is “Tigers in Wonderland.” Will be requesting donations soon and scheduling time for video/student photos at school. PTO bank accounts have been combined so there is only one account at one bank. Tiger Skate is scheduled for 10/4 after school. Trunk or Treat is 10/20 4-6pm in parking lot with gym as weather backup.*
 - Mens Club (S. Dunn) – *Net \$17,000 from parish picnic. Father-daughter dance in February. With Perpetual Help, sponsoring Mom and Son Glow Party 9/28, and sandwiches after mass on 9/29 for Feast of St. Therese.*
 - Perpetual Help (T. Grime) – *Mom and Son Glow Party 9/28. Everything Under the Sun Sale this month. Holiday Game Night is Friday before Thanksgiving.*
- Principal Report—N Green –INFO (10 minutes) – *Raised \$800 for Annual Fund during Grandparents Day. Annual Fund will officially kick off 9/30 and ending 11/1 for All Saints Day Mass. Friday non-uniform day with donation to Interfaith Food Pantry. September 25 is See You at the Pole at 7:30 a.m.; three 8th graders will be leading this year. Pet Blessing is 10/3 at 3:30p.m. Tiles for Eucharistic Revival were returned by the Shrine and will be displayed on wall at school outside Parish Center. T-shirt fundraiser for Adam Brandt and collecting donations for family.*
- Pastor Report—Fr. Joseph—INFO (5 minutes) – *Steven Dunn covering business manager role on an interim basis; interviews scheduled for position. Potential director of music currently on trial basis Sundays and Wednesdays.*

- Finance Report/Budget—S. Dunn —INFO (5 minutes) – *All school accounts (incl. PTO, STAA, school activities) being moved to same bank and will have online access. Balance of loan for STEM lab is down to \$11,683 after \$2,500 donation from Perpetual Help. All Bank Statements being switched to end of month for consistency in reporting. An outside party will be reviewing all books due to transition of business manager. Quikbooks online will be purchased and used for all (parishes, school, organizations). Jackie Tewell has been performing payroll and paying bills in the interim. Looking into matching gifts/ tax ID issue.*

- Committee Reports (15 minutes)
 - Building and Grounds (Day) – *Parish Finance Council approved the bids for the window security and fence with one modification to front portion of fence proposal to include new fence instead of reuse of existing fence; this change to the fence bid (Chesley) increases bid by \$2,000. Total is \$25,720. A resolution will be sent to the Diocese for approval.*
 - Other Committees
 - Outdoor Classroom Project (Oschner) – *Waiting on quotes for pergolas; has help lined up (labor being donated and materials still figuring out costs), waiting for cooler weather to begin. Question raised about adding accessibility to curb; will investigate.*
 - Finance Committee (Day) – *Meeting soon with business manager to discuss. Tuition assistance account balances out.*
 - Tree Removal (Mahr) – *Compiling bids for tree removal, has 2 bids and possibly a third.*

- New Business (10 minutes)
 - Committee Assignments – *Committees are: Communications, Annual Fund, Finance, and Building & Grounds. Tammy and Jeff to consider committee assignments.*
 - Committee reporting schedule – *Committees to let Melissa know in advance of meeting if they have anything to report.*

- Adjournment and Closing Prayer (5 minutes)
 - Closing Prayer – Fr. Joseph
 - Aaron asks for motion to adjourn. Emily 1st Motion; Tammy 2nd. Meeting adjourned at 7:40p.m.
 - Next Meeting **Tuesday, October 15, 2024**, at 6:30 PM