

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

- Call to Order and Routine Matters (5 minutes)
  - Roll Call and opening prayer
    - *Motion to begin by E Totel, seconded by B Reaka*
    - *L McMillan and D Link not present*
  - Approval of Minutes November 2022 - ACTION
    - *Motion to approve by D Wilhelm, seconded by E Totel*
  - Public comments
    - No request for public comments
  - Organizational Reports
    - *PTO - Working heavily on auction, raise the paddle need is pending, roller skating activity after early out day on 3/4/23*
    - *Perpetual Help - January 26 - 28 is Everything Under the Sun sale*
    - Old Business (5 minutes)
  - Tree removal updates (N Green)
    - *Trees have been removed*
  - FACTS policy - VOTE (M Meirink & G Mertens)
    - *Approved by 7-0 vote*
  - Camera system (A Day)
    - *Installed over break. Added 13 additional camera and increased storage. Paid for with funds from Scott Credit Union grant*
- Principal Report—N Green –INFO (10 minutes)
  - *Apex run on Thursday*
  - *Catholic Schools Week last week of January. Signs are going up for promotion of open house*
  - *Beginning next year, St. Teresa sports teams will be combining with Notre Dame*
- Pastor Report — Fr. Michael –INFO (5 minutes)
  - *Fr. Michael thanks all of the volunteers for their hard work*
- Finance Report/Budget—B Wojcik —INFO (10 minutes)
  - *Delinquent tuition is down*
  - *Tuition assistance committee is working with two families (about \$8,000 left to award)*
- Committee Reports (15 minutes)
  - Policy & Planning (M Meirink & G Mertens)
    - Updates/information
      - *Looking at School Board handbook to make sure policies match student handbook*
  - Finance(E Totel)
    - Updates/Information
      - *Progress on 23-24 budget, enrollment projections for accurate tuition count (193 projection)*
      - *Meeting tomorrow night to finalize budget*
  - Mission Effectiveness (D Wilhelm & T Fietsam)
    - Updates/Information
      - *Reached to out teachers to see where they could assist*
      - *Monitoring new Newman Guide School awards process*
      - *Heart of St. Teresa Awards nominating begins in February, hope to give at Mass later in spring*
    - New Business

- Budget
  - *Will be shared after completion*
- Adjournment and Closing Prayer (5 minutes)
  - *Motion to adjourn by E Totel, seconded by A Day*
- Next Meeting **Tuesday February 21, 2022** at 6:30 PM