

**St. Francis DeSales Parent Advisory Board  
Meeting Minutes  
October 17, 2006**

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**Present:**

**Faculty & Administration:** Dan Garrick, Jim Jones, Rob Dvorak, Karen Cofojohn, Colleen Cook, Joe O’Riordan

**Parents/Parish Representatives:** Anne Lodder (St. Matthias), Kathleen Cox (St. Matthias), Patty Dupps (St. Michael), Peggy Heffernan (St. Michael), John and Jennie Gerardi (St. Michael), Mary Gilbert (St. Paul), Maria Ellis (St. Paul), Karen Allenbach (Resurrection), Colleen Ekey (Resurrection), Kathy Long (Non-Parochial), Roger and Lori Edsinger (St. Anthony), James Purcell (St. Anthony), Kevin Stogran (St. Elizabeth), Mike and Georgene Manning (St. Elizabeth), Mary Sguerra (St. James the Less), Kathy Derr (St. James the Less), Nancy Nelson (St. Matthew), Brenda Herbert (St. Matthew)

**Student Representative:** Peter Denz

**Other Guests:**

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**President Nancy Nelson** called the meeting to order at 7:00 p.m.

Minutes were distributed and approved from the September 19, 2006 meeting.

**Vice President/Treasurer’s Report:** Kathy Long

- Kathy Long reported there is \$194 in the treasury.

**Student Council Report:** Peter Denz

- Peter Denz reported that the students are still looking into different venues for the winter formal.
- The freshman officers were introduced on Tuesday.
- Trick or Trunk will be held at St. James the Less on October 31<sup>st</sup>. Students will decorate their trunks and give out candy to the children.
- Senior hayride will be held o October 22 at 7:30 at Miller Farm.

**Principal Report:** Dan Garrick

- Dan Garrick distributed and reviewed the Principal’s report. Dan reported that the first guidance program went well. He feels that the numbers should pick up as parents become more familiar with the offerings.
- Academic Kickoff Assembly was very positive. Marina Davis ’64, Dublin Scioto Principal was the main speaker.
- The Articulation Meeting and Pastor Principal Luncheon was held 9/26
- Diocesan In-service Day – Bishop Campbell & Sister Shaugnessy were the speakers. Issues of school law and Catholic tradition were discussed.
- Eighth grade visits were held the week of October 2<sup>nd</sup>.

- College Fair was held at Otterbein. Dan thanked Mr. Baker for his organization and leadership of the fair.
- Kevin Stogran expressed concern about the poor PA system in the hall at Otterbein. The night of the College fair was the night of the tornados and it was difficult to hear the warnings
- Dan Garrick distributed and reviewed the budget report.
- Magazine drive was very successful. It exceeded the established goal.
- Dan reported that the administration and staff are working on adding new classes and expanding some of the departments in the near future.

**Assistant Principal/ Instructional Effectiveness report: Jackie Messerschmitt**

- Rob Dvorak reported for Jackie Messerschmitt that 84 people participated in Protecting God's Children that was held at DHS.
- Just a reminder that documentation is needed in the school office for your attendance at the Protecting God's Children as well as the fingerprinting and background check information. Any questions please see Jackie Messerschmitt.
- The critical thinking aspect will be implemented in the second semester.
- Anne Lodder suggested making arrangements for a fingerprinting night. Dan indicated that he would look into the process for the fingerprinting.

**Assistant Principal/Curriculum Report: Jim Jones**

- Jim Jones distributed and reviewed the Curriculum report.
- October 18<sup>th</sup> sophomores will be taking the PLAN test, juniors the PSAT, freshman will be on a retreat and seniors should use this as a college visit day.
- OGT make up week is October 23. Jim indicated that students can go to the website and take a practice test.
- The trip abroad this year is to France and will include art students.
- Plans are also being made for the trips to Chicago, New York and Washington D.C.
- Curriculum additions will be AP Biology and AP Statistics. There are currently 14 AP classes.
- Dr. Berasi wants to partner with the AP Chemistry/Biology and have students observe some surgeries at the Ortho Hospital.
- Mary Gilbert brought up the issue of the length of some of the parent conferences. Need to see how can either have set limits or make special arrangements with the teachers. Jim indicated that that issue is on the agenda for the teachers' meeting.
- Jim indicated that some seniors gave up their open lunch to help with the sophomore retreat.
- ACT review course will begin November 13.

**Associate Administrator: Rob Dvorak**

- Ohio Dominican has finally sent out the completed roster of students taking AP classes for credit.

**Athletic Director: Mike Asbeck**

- Dan Garrick reported for Mike Asbeck. They are proud of how our students carry themselves and represent the school. Girls' tennis and boys golf went to the states. The other teams are just finishing up their seasons and getting ready for tournaments. Dan also thanked the band, cheerleaders and the flag core for their hard work.
- A number of members expressed concern about some of the middle school students that come to the football games but just loiter around the walk way and the dugouts. The issue is possible inappropriate behaviors.

**Campus Ministry: Andrea Pore**

- Jim Jones reported for Andrea Pore. Sophomore retreats were October 9<sup>th</sup> and October 11 at St. Theresa's Retreat Center. 20 seniors facilitated each retreat. Jim thanked all the seniors who gave up their Senior Open Lunch day to help out at the retreat.
- Jim thanked Fr. Klinger for celebrating the Grandparent's Day Mass.
- October 16 will be the Freshman retreat facilitated by Mrs. Laura Lewis, Youth Minister at St. Paul's and Beth Simmons another youth minister.
- Jim asked for prayers as 64 seniors along with staff attend Kairos.
- Plans are being made for the November 1<sup>st</sup> All Saints Day Memorial Mass. Fr. Jay Horan from the Salesian Center will be the celebrant.
- Jim thanked all the parents who substituted for the staff attending Kairos. Without their support this would not be a possibility.

**Faculty Representative: Jim Purcell**

- Thanked the Board for this months treats.

**Director of Admissions: Lori Power**

- Karen Cofojohn reported for Lori Power. Almost 300 students came through the building from the feeder schools. Feedback was very positive.
- Admission packets will be delivered to all 8<sup>th</sup> grade feeder students eligible to attend DHS next week.
- Open house is scheduled for October 29<sup>th</sup> from 11-2. Please make phone calls inviting the parents to the open house.
- Sign up sheet is circulating for Open House volunteers.

**Development: Joe O'Riordan/Bob Jacoby**

- Joe O'Riordan reported that they attended a development drive meeting sponsored through the Diocese. They talked about differentiating some of the fund raising drives as well as the target audience. Joe indicated that the

annual drive should be geared towards the alumni to target money more for the ongoing and operating costs. Concurrent drives should target more the parents and grandparents and improvement that could be made short term such as installing air conditioning in the gym.

- There are plans to hold a raffle in the spring in conjunction with Spirit Day.
- Establishing a board to work on the Silent Auction that will be held on March 10<sup>th</sup>.
- Plans for the new sign are now in the approval stages through the City. Hopefully this will be resolved soon.

#### **Community Relations: Karen Cofojohn**

- Karen Cofojohn requested that parent send her testimonials for the Catholic times about how sending their children to a Catholic school has made a difference in their lives.
- Round Up to go out to the 5<sup>th</sup>-8<sup>th</sup> graders.
- Promote the Fall Play on the feeder school bulleting board.
- Winter Formal looking at Aladdin Shrine Temple.
- Currently working on the Fall/Winter Mighty Pen.
- Hair Theater was cancelled due to lack of response.
- Grandparents Day was a success, approx 450 attended.

#### **Alumni Relations: Colleen Cook, Kevin Wagner**

- Colleen Cook reported that homecoming was very successful. Approximately 350 people attended the family picnic. Talked about suggestions for next year.
- Senior class won the float contest.
- Post-Game Social ended very quickly. Ran out of food especially for the band and football players. Need to order more food for next year or limit the amount that some of the students take.
- Colleen indicated that Harris Publishing is working on a new Alumni Directory. The directory will be available for purchase and it will take about a year to complete. They will also assist in updating the current database and tracking down lost alumni.

#### **Old Business:**

- The first Principal's Forum is scheduled for Friday. Dan Garrick indicated that those interested could still RSVP.
- Dan reported that there would be a change in uniform vendors. At this time they are looking at two local vendors.

#### **New Business:**

- Joe O'Riordan reported that they are working on correspondence for the Annual Drive. Full disclosure will be in the Mighty Pen.

- **Dan Garrick reported that the Internet Education Programs are being planned for parents on December 5 and parents and students on December 7 to be held in the Little Theater at the school.**
- **Jim Jones reported on the National Incident Management System from Homeland Security. They will be attending training seminars as well as looking at what safety measures are set up at DHS. Rapid dismissal drills, lock down drills etc will be implemented. Parents that are law enforcement personnel will be invited to help out and look at the safety plans that the school has in place. They will also be asked to come up with other scenarios that the school may not have thought of.**
- **Looking at the facility and see if any security features need to be introduced such as cameras etc.**
- **Nancy Nelson reminded all about the Open House and the need for volunteers to be available to answer questions and just help out where needed.**
- **The administration is looking into a Scholarship Testing Instrument for the 8<sup>th</sup> grade students. This will allow students to receive scholarship money depending on how well they do on the test. This will be optional to the students.**
- **Ann Lodder questioned on how information about the yearbook goes out. Suggested that order blanks go home with the students.**
- **Student directories still on sale in the bookstore for \$3.00.**
- **Brenda Herbert expressed some concerns about the Freshman Drug meeting. She as well as other PAB members who attended felt it was too long and not engaging for the parents and students. The ambassadors were not utilized as before and it was more of a lecture format. Dan Garrick indicated that he would look into this.**
- **Kathy Long reminded the members that the Jingle Ball would be held on December 2<sup>nd</sup> from 7-10 for the feeder schools. Will need help with chaperoning.**

**Meeting was adjourned at 8:55 with a closing prayer led by Dan Garrick. The next meeting is scheduled for November 21, 2006 at 7:30 p.m. in the school library. Prior to the meeting, there will be a Mass celebrated at 6:00 p.m. in the school chapel in memory of Mrs. O’Riordan. All are invited to attend.**

**Respectfully submitted,**

**Mary Gilbert  
DeSales PAB Secretary**