

**St. Francis DeSales Parent Advisory Board
Meeting Minutes
October 16, 2007**

Present:

Faculty & Administration: Dan Garrick, Jim Jones, Rob Dvorak, Karen Cofojohn, Colleen Cook, Andrea Pore, Joe O’Riordan, Ryan Wiggins, Teresa Roybal, Chris Joseph, Jim Purcell
Parents/Parish Representatives: Roger Edsinger, Lori Edsinger (St. Anthony), Dan Grassbaugh, Rosemary Grassbaugh (St. Anthony), Kevin Stogran (St. Elizabeth), Mike Manning, Georgene Manning (St. Elizabeth), Chuck Derr, Kathy Derr (St. James the Less), Cheryl Siebold, James Siebold (St. James the Less), Devonie Bennett (St. John Neumann), Nancy Nelson (St. Matthew), Brenda Herbert (St. Matthew), Mike Milligan, Sue Milligan (St. Matthew), Anne Lodder (St. Matthias), Kathleen Cox (St. Matthias), John Gerardi, Jennie Gerardi (St. Michael), Peggy Heffernan (St. Michael), Mary Gilbert (St. Paul), Maria Ellis (St. Paul), Colleen Livingston –Ekey (Resurrection), Frederick “Fritz” Hoefer (Resurrection), Clark Kellogg (Non-Parochial), Kathy Long (Non-Parochial)
Student Representative: Tiffany Morse
Other Guests: Mrs. Sharritts, Mrs. Karen Scott

President Nancy Nelson called the meeting to order at 7:01. Andrea Pore led the opening prayer.

Minutes were distributed and approved from the September 18, 2007 meeting.

Vice President/Treasurer’s Report: Kathy Long

- Kathy Long reported that \$906.99 remains in the treasury.

Featured Departments: Mathematics – Mrs. Val Sharritts
Science – Mrs. Karen Scott

- Mrs. Sharritts and Mrs. Scott discussed how they team teach Calculus and Physics.

Student Council Report: Tiffany Morse

- Tiffany Morse reported on the activities for spirit week and instead of the float competition each class will decorate their floor and be judged
- Trick or Trunk will be held for St. James the Less students
- Senior Hayride to be held on Sunday October 21
- 235 coats were collected during the coat drive which culminated with the Watterson/DeSales football game
- Dan Garrick added that student council was holding a cell phone drive

Principal Report: Dan Garrick

- Dan Garrick thanked the guidance department for their organization of the Fall awards ceremony, the suburban college fair that was held at Otterbein and the their efforts with the 8th grade campus visits.
- Chris Joseph thanked the faculty and students for their great organization and participation in the 8th grade student visits.
- Dan Garrick reported that Bill Steller, Teresa Roybal, and Chris Joseph were working on a presentation/DVD that will be used at the parish visits.
- Anne Lodder, Joe O’Riordan, Ryan Wiggins and silent auction committee were thanked for all of their efforts.
- Dan Garrick reported that Mr. Biggie completed the freshman Code meeting.
- Four teachers presented at the Catholic School Conference in Cincinnati, Steve Ulry, Karen Scott, Val Sharritts, and Lori Aumiller.
- Colleen Cook and Karen Cofojohn are working on homecoming events.
- Mr. Asbeck and Mrs. Landing were recognized for their organization of the Watterson and DHS football game.
- Dan Garrick commended the freshman class and how they all came together to support their classmate, as well as the DHS community coming together to support Nancy Nelson and her family as well as the St. Charles Principal in their time of need.
- Financial report was distributed and reviewed. Parish guarantees are slowly coming in. The auditor completed their monthly review and no discrepancies were found. Looking into banking analysis. There will be a parent information session.
- Staff has an in-service scheduled from 12:30 –3:30 on critical thinking across all levels.

Assistant Principal/ Instructional Effectiveness report: Jackie Messerschmitt

Assistant Principal/Curriculum Report: Jim Jones

- Jim Jones distributed and reviewed the curriculum report.
- Feeder school principal’s meeting will be held on October 23.
- Report cards to go home on November 12.
- Determining dates and times for the DHS department staff and respective feeder teachers to meet and discuss curriculum.
- Guidance department will be holding a college application process meeting for junior and seniors parents and students.

Associate Administrator: Rob Dvorak

- Karen Cofojohn reported for Rob Dvorak. Currently working on surveying the class of 2007 about AP testing and dual enrollment

Athletic Director: Mike Asbeck

- Dan Garrick reported for Mike Asbeck. Fall sports are wrapping up and beginning their tournaments. Many of the teams have been successful this season.

- Our stadium was used for a football game between a Cincinnati school St. Xavier and a Cleveland high school. Money from such games as well as play off games will be earmarked for the field replacement fund.

Campus Ministry: Teresa Roybal

- **for** Andrea Pore reported for Teresa Roybal. Grandparents Day will be held on Friday with a Mass scheduled at 7:00 am.
- NCYC convention will be held in Columbus November 8-10. Some of our students will be attending. Working on plans to have these students share their experiences with the student population.
- Four Kairos programs are scheduled this year. Smaller numbers are better for this type of retreat.

Faculty Representative: Jim Purcell

- Jim Purcell thanked Dan Garrick for providing a bus for the staff going to Cincinnati for the convention. Those teachers not attending both days of the convention attended professional development programs provided by their departments.

Director of Admissions: Chris Joseph

- 8th grade visits went well, student backpacks were a big hit

Development: Joe O’Riordan/Ryan Wiggins

- Joe O’Riordan reported that the auction brought in \$27,428 dollars.
- Planned giving orientation program is being planned.

Community Relations: Karen Cofojohn

- Karen Cofojohn reported on the upcoming homecoming events some of which include: Pastor/principal lunch with the student council and staff, bonfire, assembly, dance. Family picnic to kick off the home coming celebrations.

Alumni Relations: Colleen Cook

- Colleen Cook reported on the phone a thon being planned before Thanksgiving. 12 students to call alumni over a 3-week period. Hoping to contact about 8,000 alumni

Old Business:

Homecoming Events & Spirit Week

Covered in the above discussions

Colleen Cook & Karen Cofojohn

Eighth Grade Visit Recap

Covered in previous discussions

Chris Joseph

Feeder School Dance 10/20

At this time there are approximately 15 volunteers for the dance. Nancy Nelson requested that we try to get about 5-10 more.

Nancy Nelson

New Business:

All Saints Day Mass

Teresa Roybal

Andrea Pore reported that Fr. Klinger would officiate that All Saints Day Mass. Alumni are invited back. The Mass will honor deceased alumni and faculty members. Will use the E Stampede to gather names of deceased.

Open House

Chris Joseph

Chris Joseph asked members to make calls to the 7th and 8th grade parents from their feeder schools inviting them to the Open house on November 4th. Phone numbers will be sent home with the students. Nancy Nelson passed around a sign up sheet to help at the Open House.

Some of the board members discussed that the members of the parish have been contacted by phone at least three times in the past two months and that this is becoming excessive. Making phone calls should be more discretionary instead of for every function.

Standardized Testing/OGT Results

Jim Jones

Freshman will be taking a practice test. OGT testing for the sophomores is scheduled for March. Sophomores and juniors will be taking the PSAT. Those students who did not pass the OGT will be able to retake it next week.

Scholarship Packets and Time Frames

Dan Garrick

Scholarship packets will be going out for incoming freshman. Deadline for application is December 14.

Merit testing for incoming freshman is scheduled for February 23.

Meeting adjourned at 9:00 with a closing prayer led by Dan Garrick. The next meeting is scheduled for November 20th at 7:00 at the Franciscan Center.

Respectfully submitted,

Mary Gilbert
DeSales PAB Secretary