



- 4<sup>th</sup> Grade Teacher: The 4th-grade teacher resigned in November, and the position has been temporarily filled by a combination of Mrs. Folino and substitute teachers. A new teacher has been hired and will start in mid-January. Parents of 4th-grade students will be invited to a meet-the-teacher event.
- Maintenance Position: Operations Director Jeff Ryan is in charge of finding qualified candidates for a permanent, part-to-full-time maintenance person to help make repairs and perform daily operations around the school. Currently, and since the fall of 2020, the cleaning crew, office staff, and parish maintenance personnel fill in as situations arise, but the demands do call for a permanent person to fill this position to more efficiently meet school needs.
- Marketing Updates:
  - A marketing plan has been developed for the fifteen days leading up to our annual school open house. Newspaper and social media will be the primary means of spreading the word about our open house event.
  - Ms. Margaret will attend marketing training sessions through the archdiocese in late January.
  - Principal Folino will be traveling to Arizona later this year to get additional training specific to marketing to Latino families through a program sponsored by the University of Notre Dame.
  - Mrs. Folino is looking into getting novelty baby t-shirts for sale to help with ongoing marketing efforts.
- School Entrance: Planned upgrades to the school entrance and the area near the Mary statue did not happen during the fall and will be started in the spring. The intention is to complete all work by May 3<sup>rd</sup>.

## **2. Gym roof updates provided by Principal Folino and Mr. Ryan:**

- Mrs. Folino thanked all parents for their patience and cooperation during the gymnasium roof project. However, she noted that the continuous, new leaks from the roof whenever there is rain or snow are more than concerning - causing disruption to scheduled sports practices, PE classes, and gym rental times – and need to be resolved in an expedient manner.

- Mr. Ryan reported that since the roof is mostly functional now, the school will get a twenty-year warranty from the manufacturer.
- Mr. Ryan reported that there is also a slight amount of water seepage where the gym meets the school building wall, and that another contractor has been brought in to address it. This contractor stated the water may be coming from an upper area that was not part of the gym roof replacement project.
- Mr. Ryan reported that the gymnasium is now open and functional for student use, with freshly painted ceilings and walls. Mr. Ryan also said that the gym floor would be sanded and refinished before the start of the next academic year, as damage in the form of divots and charring on various sections of the floor occurred during the reconstruction project.

**3. Catholic Schools Week updates provided by Principal Folino:**

- Catholic Schools week will be the week of January 29<sup>th</sup>. Details will be in school and church bulletins.
- Volunteers from the Advisory Board are to help with tours, and many parental volunteers are needed to assist with the Scholastic Book Fair and Catholic Schools Week 8:30 Family Mass on Sunday, January 29<sup>th</sup>.

**4. Queen of Hearts update and call for assistance by Principal Folino:**

- Drawings will continue to be held at The Nest Pub and Restaurant until we shift them to the St. Ferdinand Fish Fry during the Lenten season.
- Volunteers are wanted to help sell tickets before and after the 8:30 am Mass on Sundays this spring, as well as at Alumni Night of the Fish Fry on March 10.

**5. Safety concerns update by Principal Folino and Fr. Peter:**

- Principal Folino reported that the school did its lockdown drill without any issues this fall. Chicago Police personnel helped administer the drill, and no parents chose to opt their children out, which meant that everyone participated.
- Principal Folino also reported that the school is looking into purchasing more peeker window covers and having all doors locked during the day.
- Fr. Peter reported that a retired police officer with a concealed carry permit has volunteered to serve watch over the 8:30 am Friday School Masses, as well as

on Sundays at the 11:30 Mass. Given the additional protection, School Masses will remain in the church on Fridays.

- Ronald Miller asked if we could get a crossing guard placed near the convent at Mason and Barry due to many cars not stopping at the intersection. Fr. Peter will consult with the alderman to see if the City of Chicago has available resources. If the City cannot help, Fr. Peter will seek a volunteer from the Knights of Columbus to staff this intersection before and after school.

#### **6. Fundraising update by Principal Folino:**

- The school continues to have various grant monies available, which have helped decrease the dependence on fundraising.
- On Friday, May 5<sup>th</sup>, the school will host a large event during the cultural week celebrating our diversity called, "Culture Fest." This will be a fundraising event with many raffle baskets and prizes available.
- Also, the school will have its annual Fun Run fundraiser in May.

#### **7. Parent Club update provided by Principal Folino:**

- Parent Club continues to plan many activities during their inaugural year. Club members provided a thank-you breakfast for the teachers before Christmas and provided room parents to assist with holiday events in the classrooms.
- The next big activities for the Parents Club include providing room parents for Valentine's Day classroom events and the annual end-of-the-school-year uniform resale event.

#### **8. Signage update by Mr. Wiltse:**

- Mr. Wiltse reported that, due to the extended gym roof project blocking access to the parking lot, he did not pursue any of the signage options presented at the fall meeting. However, it was agreed to revisit signage during the spring.

#### **9. Open Forum Discussion Items:**

- There were no additional questions posed.

The meeting was adjourned at approximately 8:15 p.m.

*Respectfully submitted by Richard Wiltse and Erin Boyle Folino - March 7, 2023*