



SAN JOAQUIN MEMORIAL HIGH SCHOOL

BOARD OF DIRECTORS MEETING MINUTES

September 25, 2019

Media Center

BOARD PRESENT

Susie Byers '88, Chair

Neil Angelillo '83, Vice Chair

Fr. Robert Borges

Edward Fanucchi '86

Frank Hambalek

Michelle Kusch '87

Kathryn McDougal

Ralph Muñoz '85

Michael Thomason '88

Mona Faulkner, Superintendent (ex-officio)

Msgr. Robert Wenzinger, Rector (ex-officio)

Michael C. Burke, Head of School (ex-officio)

Pete Dalena, Faculty Rep (ex-officio)

Lucina Myers, Secretary

I. Opening Prayer (6:00 pm)

Msgr. Wenzinger said the opening prayer.

II. Call to Order – General Meeting Session (6:05 pm – 6:10 pm)

Board member Neil Angelillo moved to approve the April 2019 minutes. Board member Kathryn McDougal seconded the motion. Motion carried.

III. Finance Report, Frank Hambalek (6:20 pm – 6:30 pm)

Last year's budget was based on 510 domestic and 35 international students.

This year's budget was based on 485 domestic and 30 international students; currently there are 477 domestic and 27 domestic students enrolled.

IV. Head of School Report, Michael Burke (6:30 pm – 7:00 pm)

Michael Askins and Kelly Gocke have been named Commended Students in the 2020 National Merit Scholarship Program. A Letter of Commendation from the school and National Merit Scholarship Corporation (NMSC), which conducts the program, will be presented to them.

Felix Lugo has been hired as Director of the International Program and will start October 7.

Mr. Burke is meeting with various groups of students every other Wednesday to stay connected to student issues.

The web site has been redone. Panther Press, the e-newsletter showcasing life at SJM, comes out every other Thursday. Panther Connections, for alumni and friends, will be a monthly e-newsletter.

Mr. Burke is heading a committee on a Campus Master Plan to evaluate all the needs at Memorial.

V. Chairperson's Report, Susie Byers (7:00 pm – 7:30 pm)

A. Monthly Board Meeting Schedule

Board Chair Susie Byers passed out the Board meeting schedule for the year.

B. Beginning of Strategic Planning Process

One of the recommendations made by Maria Ribera of Catholic School Management at the August retreat was to formally close out the previous strategic plan and announce the development of new strategic plan. She recommended that a letter to the Memorial community from the Board be sent out announcing the installation of a new Head of School, Michael Burke; celebrating the completion of the 2015-2020 Strategic Plan; and announcing the intent to begin the process for a new strategic plan. The draft of this letter was sent to all Board members.

A committee will be formed consisting of a cross section of board, faculty administrations and parents to drive the strategic plan to begin the 2020-2021 school year, with a big part of their job being data driven (collecting and analyzing). Michael Burke, Susie Byers, Neil Angelillo and Frank Hambalek have met to start formulating plans for this. Board committees will be wrapped into the strategic plan committee, as subcommittees. Board members will lead the subcommittees. The new plan will be similar to the one sent out earlier. Board Chair Byers is working on ways for Ms. Ribera to continue to be part of the strategic planning process.

VI. Adjourn/Closing Prayer

Fr. Borges said closing prayer.