

**Org.: Holy Family Catholic Church| 1527 Fremont Avenue South
Pasadena, CA 91030**

Re: Minute and Action Register for Safeguard the Children Committee Meeting

Date: April 12, 2016

Board Members Present: Dawn Ponnet, Donella Sotelo, Lydia Banales and Patricia Plescia

Board Member Absent: Elizabeth Fagan, Ann Garland, Dr. Frank Montejano, Jacqueline Wagner, Sunday Preschool Co-Op Ministry Rep., Toddler Co-Op Ministry Rep., Religious Education Rep.

Meeting Commenced: 2:00 P.M.
Meeting officiated by, Donella Sotelo

DISCUSSION:

1. Approval of the meeting minutes for February 24, 2016:

- Minutes of the February meeting were not available for review

2. Upcoming Safeguard the Children Committee Meetings for 2016-17:

- August 18, 2016 12:30 - 2:00 P.M.
- January 12, 2017 12:30 - 2:00 P.M.

3. Safeguard the Children Committee Sessions: Scheduled dates, times and description from May through November 2016 for Protecting/ Keeping/ and Fingerprinting.

- May N/A
- June N/A
- July N/A
- Wednesday, August 17, 2016 12 P.M. - 7:30 P.M. Live Scan Fingerprinting
- Tuesday, August 23, 2016 7 P.M. - 8:30 P.M. Virtus Re-certification

- Sunday, August 28, 2016 3:30 P.M. - 5: P.M. Virtus Re-certification
- Monday, August 29, 2016 12 P.M. - 3 P.M. and 6 P.M. - 9 P.M. Virtus Protecting God's Children
- Thursday, September 8, 2016 12 P.M. - 7:30 P.M. Live Scan Fingerprinting
- Tuesday, October 4, 2016 12 P.M. - 7 P.M. Live Scan Fingerprinting
- Friday, November 4, 2016 12 P.M. - 7:30 P.M. Live Scan Fingerprinting

4. Action Register - Child Abuse Awareness Month:

- Holy Family Catholic Church Bulletin
- Holy Family Catholic Church, The Welcome Center on Sunday, April 25, 2016 Mass Schedule: 6:00 A.M., 7:45 A.M., 9:00 A.M., 10:45 A.M.
- Brochures, Pledge to heal poster, prayer cards, "Keeping Kids Safe" stickers etc. to be distributed.
- Working Together Brochures - Holy Family Catholic Church, head ministry leaders, Religious Education and Holy Family School

5. Actions

The following actions and responsibilities were discussed below.

Action Registered:

High Priority Ministries - Holy Family Get On the Bus Ministry, Filipino Story Time Craft Sunday, Boy Scouts, Cub Scouts and Girl Scouts: Donella Sotelo will follow-up on the status/ follow-up with Fingerprinting/ Virtus/ Guidelines Compliance Performance Measures/ Tracking and photo consensus of a minor.

Holy Family School - Patricia Plescia has met and communicated with Holy Family School Principal Dr. Frank Montejano and Staff Secretary Mrs. Marie Lopez to the status of compliance of Holy Family School parents and volunteers pertaining to Fingerprinting/ Virtus/ Guidelines Compliance Performance Measures/ Tracking and improvements on the school website.

General Discussion:

The general discussion was to have a family event next year in the Connolly Hall to bring awareness in the month of April for Child Abuse Awareness Month.

Meeting Adjourned at 2:00 P.M.

Our next meeting will be on Thursday, August 18, 2016 at 12:30 P.M.

*Minutes respectfully submitted by Donella Sotelo, Administration
of Safeguard the Children Committee/ Acting Meeting Secretary*