



ST. MARY SCHOOL ADVISORY BOARD MINUTES

Tuesday- Sept. 13th @ 7-9pm

In attendance: Monsignor Michael Rose, Jeannie MacDonough, Stephanie Muzzy, Tom Kennedy, Steve Gregory, Roseanne Mungovan, Beth Berg, Sandra Nedelescu, Nick Morana, Arlena Boyle, Courtney Mayo Silvani, Cynthia George, Sue Sullivan and Erin McLoughlin

Call to order:

Roseanne Mungovan

- Opening Prayer/Snack/ Beverages
- Member Information Reviewed and Updated
- Members signed up for prayer and snack
- May Minutes accepted

Updates:

- Principal's Report

Jeannie MacDonough

The beginning of the school year seems to be going well. Enrollment is better than what it was in June. It has continued to fluctuate. We currently have 235 students.

There have been some faculty and staff changes including Alex Galli, Kindergarten, Lisa Buffone, Preschool, Frank Saba, Middle School Advisor, and Erin McLoughlin, Second Grade. All the new staff members have acclimated nicely to their new roles.

Technology is evolving at St. Mary School. The school purchased 50 new Chrome books for student use. The Chrome books are up and running. There are also a couple of computers and Chrome books that are stationed in the Library for after school use.

The bullying policy has been updated and on the website. Staff will have mandatory training in October. Parents and students will also have training through the District Attorney's office in October.

A committee met over the summer to review and update the schools By-Laws. School Board members are asked to review the By-Laws for approval at the next meeting on November 15, 2016.

The new Mission Statement was introduced to each class. At Mass on Wednesday (9/7), a representative from each class and the homeroom teacher came forward with their classes' Mission Statement and it was blessed by Msgr. Mike. There is also a new spirit wear that can be purchased to promote school spirit.

The pancake breakfast was a success. The community was very supportive by providing supplies for the event. The eighth grade class earned a good sum of money to apply towards their trip to Washington, DC.

- Financial Overview

Beth Berg

The committee met over the summer to review the budget because of the reduction in enrollment. The school is currently using a working budget. There was a budget that would not work based on the current enrollment so the working plan was developed. The working budget will allow the school to remain in good standing without a deficit at the end of the year. Last year's budget will be reviewed and finalized this week. Last year's budget ended with a surplus.

The finance committee meets frequently. They review the budget, set the budget for the following year and also make a recommendation for the following year's tuition increase.

- Curriculum Overview

Roseanne Mungovan

The curriculum committee has not met since the last School Board Meeting. Roseanne has requested that someone take her place as the chair for the Curriculum Committee. Arlena Boyle has offered to become the Curriculum Committee Chair.

A suggestion was made to add a technology component to the committee rather than having a separate committee for technology especially because technology should be ingrained in all of the curriculum areas. The board agreed that Gabriel Beltran should sit on this committee as the faculty representative. Another suggestion for the committee was to review the Khan Academy online resources.

The curriculum committee meets about 5 times a year and discusses matters relating to curriculum development. They may also find information relating to new programs or programs that other schools in the area are currently using.

- Advancement Overview

Stephanie Muzzy

The Advancement Committee has not met since the last School Board meeting.

This committee gathers funds that can be used for school purposes as well as for the Endowment. Members elicit funds from alumni, parents, grandparents and supporters of the school. This committee also assists in providing faculty with items from their wish list. The committee usually meets about 5 times a year.

- Enrollment Overview

Nick Morana

The Enrollment Committee has not met since the last School Board Meeting.

The enrollment committee meets approximately 5 times a year. They often meet with the Marketing Committee as the two committees work so closely with one

another to promote the school and acquire new students. The committees also discuss and evaluate any trends with enrollment at our school as well as locally.

- Marketing Overview

Stephanie Muzzy

The Marketing Committee meets a minimum of 5 times a year. This committee promotes the school through different media outlets such as Facebook and Linked In. The committee also works closely with the community to develop a relationship with the community by participating in community outreach projects.

There was a recommendation to combine the Enrollment and the Marketing Committees. The motion was voted and excepted so the two committees are now joined.

Committee Assignments for 2016-2017

All School Board Members must be involved in a subcommittee. Also, the chair person for any of these subcommittees must be a member of the School Advisory Board.

Upcoming Events

- Family Festival

There is still a need for volunteers. Any Board Member that is available and would like to volunteer would be appreciated.

- Catholic Schools Appeal (weekend of September 24 and 25)

The Catholic Schools Appeal will be the weekend following the Family Festival. There will be some students that will be speaking prior to each Mass.

Open Discussion

- Open Topics

Grades 5-8 now have a Study Skills class. This course provides opportunities for students to learn appropriate study skills as well as use the library as a resource. Mrs. Helen Collins is the teacher for this course.

Mike Barbiglia will be at the Hanover Theater this fall. There was a suggestion that our school could possibly raffle off some tickets as an easy fundraiser. Mike was a former student at St. Mary School and often times refers to the school during his comedy show.

The relationship between “buddies” is really something special. Our school has an opportunity to share this wonderful experience with prospective families and even on our website.

- Next Meeting- November 15, 2016