

St. Mary Catholic School Advisory Board Minutes January 12, 2010 - Approved

Call to Order at 7 pm by Mary McLoughlin:

- Attendees: Carlton Rider, Cindy Albert, Ben Boyden, Kellie Boyden, Jamie Bryant (St. Mark Parish Rep), Jane Dodds (Fisher Catholic Rep), Elaine Hartman (Pope John XXIII Rep), John McGraw (St. Mary Parish Rep), Mary McLoughlin, Milea Quaintance (St. Bernadette Rep), , Diane Stuckey, Kathy Wotruba
- Faculty Attendees: excused
- Excused: Fr. Donald Franks, Kaylene Corcoran, Jean Robertson

Opening Prayer: Jamie Bryant

Approval of Dec. Minutes: Cindy Albert motioned. Kellie Boyden seconded. The board approved.

Reports:

- Budget Report: The report was presented and summarized. Tuition collection is ahead of expectations.
- Pastor's Report: There was none.
- Administrator's Report: Mr. Rider shared that the emergency phone activation system is now in effect. The new voice mail system is being installed. Teacher voice mail boxes are not yet available. The former Lancaster City School superintendent, John Baughman, has volunteered to be here to stand in for Mr. Rider while he is out on medical leave. Catholic Schools Week activities are being planned and will include a student giving a testimonial at mass and parents having lunch with their students.
- Faculty Report: The faculty was unable to attend due to a scheduling conflict. Diane Stuckey extended her appreciation to the 6th Grade teachers and any other faculty that provided support for the Greek Fair.
- St. Bernadette Report: A new security system is in place and most of the grounds are now visible. The Home and School is funding a new "Learning without Limits" enrichment program which will include more field trips as well as some classroom activities. Catholic Schools Week will include an opening mass and a family luncheon. The Honey Baked Ham program may not continue because sales are down due to the fact that the hams are now available locally. The annual **Mardi Gras** fundraiser will be held February 13. It will include a mime, family activities and a pancake dinner. A new school mass schedule is being implemented. St. Mary and St. Bernadette will have a joint 5th grade skating party. Sunday mass schedule is now 10:30 a.m. and 5 p.m.
- St. Mark Report: **An Easter Cantata** is being planned for March 28, Palm Sunday evening, at 7:00 P.M. Everyone is invited. There is no admission and no tickets are required. **The Expressive Signing Team** is gathering this Friday evening January 15 to practice. The parish enjoyed an expressive signing prelude to the Family Mass, 5:30 P.M. on Christmas Eve. **On Sunday evening, Dec. 13, a Christmas Cantata**, entitled "The Mystery and the Majesty", performed by a chorus of 36 voices and an orchestra of 25 musicians, delighted all. **An Ecumenical Thanksgiving Service** was held on Tuesday evening, November 24, 7:00 P.M. Sixth Avenue United Methodist. St. Mark Parish collaborated with St. John Episcopal and Sixth Avenue United Methodist. The turnout was great and it was very prayerful. A potluck **Epiphany Party** and gift exchange was held after the 10:30am mass on Sunday January 3, 2010. All of those in attendance had a wonderful time!
- Pope John XXIII Report: Sandwich Saturday will be held on January 23, Youth mass on January 24, a Town Hall meeting to discuss 10 year anniversary plans will be held on January 31 and will include a childcare and tailgate type food. Rosary will be said the 4th Sunday after 8:30 mass. Jr/Sr High Youth groups will have a bowling event, Bosco Bash and Movie night. A Canal Cruise, Mid-Winter Party, will be held on Feb 6.
- Fisher Catholic Report: The Bid O Luck kick off will be held on January 31, at the Glass Museum. The school is divided into 6 houses and the houses are awarded points for various activities/projects throughout the year. At the end of the year the winning house will be awarded a class trip (e.g. Kings Island or similar). A company has been contacted to look into providing an online grade system. Live

marketing commercials are now on LSN-TV. The next vision meeting is January 14. The enrollment committee discussed enrollment issues as regards St. Bernadette and St. Mary. The Spring Musical will be held on last weekend of March.

- Parish Council Report: Parish Council did not meet in December.
- Home and School Report: Scrip program is introducing a new Grub Day incentive program to help boost sales. Funding for the following projects was approved: a COSI on Wheels science program for grades K-6, beverages and paper products for hospitality for the St. Mary School Open House, and awards for the Science Fair. A proposal to fund new microphones for the stage area was presented by Jane Dodds. The pricing will be reviewed and voted on at the February meeting.

Old Business:

1. Marketing subcommittee: Mary McLoughlin provided a handout detailing the organization of an open house including proposed dates. The board agreed to move forward with the open house on February 21, 2010. The open house will include representatives from all areas of the school including academics, technology, enrichment, music, drama, and athletics. Informational folders will be provided and someone familiar with the FACTS financial aid program should be present to answer questions. Ben Boyden suggested that Fisher Catholic be invited to have a display. Responsibilities for the organization of the open house were divided with Kellie Boyden agreeing to work on publicity for parish bulletins, Mary McLaughlin contacting the teachers and athletic program, Jayne and Jamie Bryant will handle E-2 program displays, Kathy Wotruba will work on the informational folder. Jamie Bryant shared a new informational brochure he is working on. Discussion followed on the FACTS process and financial issues regarding tuition payment. John McGraw pointed out that a firm line is taken with regards to keeping tuition payment current. This is being respectful to all those meet their obligation. However, he pointed out that St. Mary is willing to work with anyone who needs help, and that they do not want to see any student or family have to leave the school. He also indicated that it can be difficult to get the initial discussion going with a family struggling financially, but once they do, they usually find a positive resolution and are extremely dedicated to keeping the child(ren) in our school. He pointed out the in additions to FACTS, there are many tuition assistance funds available. The school office has all forms. Our goal is to assist in providing a Catholic education for all families that are willing to make the commitment and sacrifice.

New Business:

1. Code of Conduct for Coaches: It has come to the board's attention that there is no code of conduct for junior high coaches or parents. The Board & administration are working on this issue and it will be on the February agenda.
2. SMS Tobacco Policy: See Code of Conduct discussion above.
3. Parent Handbook: Clarification on the role of the school board in disciplinary hearings as stated in the Student Handbook was asked for. The board is involved only as a part of the expulsion appeals process.
4. Cafeteria Survey: A copy of the cafeteria update was distributed. The update included a summary of the survey results, steps taken to provide a healthier menu, and "extra" choices.

Close of Meeting at 8:50 pm: Jane Dodds motioned. Ben Boyden seconded. Mary McLoughlin adjourned.

Next meeting: February 9th at 7:00 pm

Submitted by Kathy Wotruba, St. Mary School Advisory Board Member for Jean Robertson, St. Mary School Advisory Board Secretary