

## **St. Mary Catholic School Advisory Board Minutes April 12, 2010 (unapproved)**

### **Call to Order at 7:00pm by Mary McLoughlin:**

- Attendees: Fr. Donald Franks, 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, Jean Robertson, Angie Seimer (Home and School President), Kathy Wotruba
- Faculty Attendees: LeAnn Lipp, Andrea Smith
- Excused: Kaylene Corcoran
- Guests: Kim Kirchgessner, Stephanie Stewart

### **Opening Prayer:** Ben Boyden

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

### **Reports:**

- Budget Report: The report was presented and summarized. Student receipts are in good standing at 90% tuition collected by the end of February.
- Pastor's Report: First Holy Communion for the second graders will take place this Sunday April 18<sup>th</sup>. 32 RCIA candidates were confirmed and made their first Holy Communion at the Easter Vigil. 16 of the candidates were baptized. The parish is preparing for the start of the wedding season. There are many frail elderly persons in the community that Father is visiting. They are in need of everyone's prayers.
- Administrator's Report: The External Validation team made two recommendations in the school's plan and that plan will be approved and sent to the Diocese. Bullying and student learning goals were top priorities. Father Franks was appreciative that other parish Pastors have spent time assisting with the sacrament of reconciliation for the students. Mr. Rider briefly commented on the outstanding Terra Nova results and referred us to his Thursday Thoughts from March 25 and April 1 for further details.
- Faculty Report: The Faculty Spring Flower Sale is in progress. Please remember to reference the school website for detailed information regarding each classroom events and current areas of study.
- St. Bernadette Report: A Father-Daughter Dance will take place on April 23<sup>rd</sup>. A Mother-Son event will occur in May. Fifth graders are preparing for Pilgrim Hills retreat. A joint 5<sup>th</sup> grade bowling event with St. Mary School will take place this Sunday April 18<sup>th</sup> at Tiki. A school communication survey has been sent out to all parents and a master email list has been compiled to communicate with families. Students attended a performance of The Little Mermaid at OU-L.
- St. Mark Report: The Easter Cantata was very well received and attended.
- Pope John XXIII Report: The parish's 10 year anniversary celebrations are underway. The Bishop will be having mass at the parish later this year. The parish PSR 2010-2011 registration and planning are both underway.
- Fisher Catholic Report: No report.
- Parish Council Report: The convent will be demolished starting June 7<sup>th</sup>. The land will be green space with grass and trees.
- Home and School Report: The organization is awaiting approval to fund the Accelerated Math Program. Several students were sponsored at the science fair. The organization is providing financial support to the cafeteria (needed in areas of employee benefits, new equipment, rising food costs, declining participating students, rising government commodity prices). New fundraising opportunities are being explored to help support this. The constitution is in the process of being revised. The new sound system has been selected and will be installed soon. An adult supervisor is needed to familiarize themselves with the system and train the students how to use the system. Mrs. Wetterston was suggested and Andrea Smith volunteered to be a backup person.

### Old Business:

- Nomination Committee: Tonight the candidates were presented to the board. All candidates were present except Thomas Crook who had a last-minute conflict. On **March 30<sup>th</sup>** a meeting was held with new candidates where roles and responsibilities of board members were outlined. The election timeline will be: **Thursday, April 29<sup>th</sup>**- candidate bios sent via Thursday folder, posted on school and parish websites, **Thursday, May 6<sup>th</sup>**- ballots in Thursday folder, on website, in school office by request (*completed ballots sent to school office in sealed envelope with voter's signature on outside of envelope*), **Saturday/Sunday, May 8<sup>th</sup>/9<sup>th</sup>**- bios in church bulletin, **Friday, May 14<sup>th</sup>**- ballots due in school office, **Saturday/Sunday, May 15<sup>th</sup>/16<sup>th</sup>**- church voting in the Spirit Center after all masses with the board and candidates notified of results Sunday afternoon/evening
- Athletic Subcommittee: Barry Carter is the head of this committee. The committee's primary goals are to form a liaison with Fisher Catholic and determine what role Fisher Catholic will have in SMS sports, clarify the role of the SMS Athletic Director, set policies (regarding offered sports, coaches, budget, conduct involving coaches/parents/athletes, and fundraisers), and determine the role of the biddy sports program. Discussion ensued regarding athletic spending and the role of an athletic director.
- Volunteer Recognition: An Ice Cream Social reception for all school volunteers will be held on Wednesday evening April 21<sup>st</sup>. The invitations will be going home with the youngest student in a family this Thursday and there will be an announcement in this Thursday Folder.

### New Business:

1. Enrollment Update: There are currently 296 students registered for the 2010-2011 school year. To date, 36 current St. Mary students have not registered. Approximately half of St. Bernadette 5<sup>th</sup> grade students are registered at St. Mary. Prospective St. John Logan and St. Bernadette students will be visiting St. Mary School tomorrow.
2. Amendments to Constitution: Kathy Wotruba motioned to amend article III section 3 to reflect that the term shall commence at the end of the first board meeting in June and shall continue through the June meeting three years hence. Diane Stuckey seconded the motion. The board approved the motion for consideration. Kathy Wotruba motioned in article III section 5 to add the words at least to the 3 members on the election committee. Kellie Boyden seconded the motion. The board approved the motion for consideration. Kathy Wotruba motioned to amend Article III section 2 to reflect that the selection of the feeder parish representative be at the discretion of their pastor and should have a maximum period of six consecutive years. Jean Robertson seconded the motion. The board approved the motion for consideration.
3. Personnel changes: Specific changes are unknown at this time. Lancaster City Schools has notified St. Mary School that a 25% cut in auxiliary services needs to be done. Services such as school nurse, special needs educator and clerk will be reduced.
4. Mary asked the board to review the Handbook, especially regarding discipline policies for discussion at the next board meeting.

Close of Meeting at 8:53pm: Kellie Boyden motioned. Ben Boyden seconded. Mary McLoughlin adjourned.

Next meeting: May 11th at 7:00 pm

Submitted by Jean Robertson, St. Mary School Advisory Board Secretary