

St. Mary Catholic School Advisory Board Minutes June 8, 2010 (unapproved)

Call to Order at 7:00pm by Kellie Boyden for Mary McLoughlin:

- Attendees: Carlton Rider, Cindy Albert, Ben Boyden, Kellie Boyden, Jamie Bryant (St. Mark Parish Rep), Kaylene Corcoran, Jane Dodds (Fisher Catholic Rep), Elaine Hartman (Pope John XXIII Rep), Brian McCauley, John McGraw (St. Mary Parish Rep), Milea Quaintance (St. Bernadette Rep), Jean Robertson, Angie Seimer (Home and School President), Diane Stuckey, Kathy Wotruba
- Faculty Attendees: Kathleen Van Evra
- Excused: Fr. Donald Franks, Mary McLoughlin
- Guests: Thomas Crook

Opening Prayer: Kathy Wotruba

Approval of May Minutes: Diane Stuckey motioned. Cindy Albert seconded. The board approved.

Reports:

- Budget Report: The fiscal year will end on June 30, 2010. This year's budget is balanced. A report was distributed for review. Tuition supported approximately 64% of the school's \$1.4 million expenses. St. Mary Parish subsidized 219 students for approximately \$299,000 and provided additional support of approximately \$202,000 for a total yearly parish contribution to the school of over \$500,000.
- Pastor's Report: Brian McCauley commented on the outstanding academic achievement demonstrated by our students that continues into their high school years. The convent was demolished today.
- Administrator's Report: Special event dates for the upcoming school year have been set between all three Catholic schools to avoid conflicts. The school calendar may be found on the school website. Congratulations to Gillian Baker who scored in the top 10% of entries at the Regional Invention Convention. The middle school musical *Willy Wonka* was performed on May 14th and 15th under the direction of Mrs. Wettersten. Home and School Association sponsored the annual inflatable day and a delicious luncheon that was provided for the faculty on May 21st. Special thanks to Kathy Wotruba and her crew of volunteers. End of the school year celebrations included the Kindergarten promotion on June 2nd, the middle school Honors assembly on June 3rd, the Benediction for all of the students, and the 8th grade graduation prayer service.
- Faculty Report: The faculty enjoyed all the end of the year celebrations.
- St. Bernadette Report: Home and School sponsored the very popular end-of-the-year pool party for grades 1-5. Many of the students participated in field trips this past year that were sponsored by the Home and School Association's generosity. Pictures and details may be found on their school website.
- St. Mark Report: The parish Hog Roast will occur on June 12th after the 4pm mass. Vacation Bible School will occur on June 21-25 from 6-8:30pm. The parish picnic will be held on September 12th following the 10:30am outdoor mass. Fr. Gideon will be on sabbatical from Sept. 9 – Nov. 23.
- Pope John XXIII Report: Bishop Campbell celebrated Confirmation at the parish. Bishop Griffin will celebrate the parish's 10th anniversary on June 15th at 10:15am. The parish surpassed their Bishop's Annual Appeal goal.
- Fisher Catholic Report: Mr. Silcott's final thoughts for the school year were shared. He encourages everyone to pray each day during the 82 days of summer break for the continued success of Fisher Catholic High School and catholic schools in general.
- Parish Council Report: No report.
- Home and School Report: New officers were elected at the May meeting. Vice President is Darlene Kilbarger. Secretary is Jennifer Blackstone. Tom Rose stepped down as treasurer and Eileen Gundelfinger agreed to serve the remainder of his term.

Old Business:

- Website Update: The school website will be overhauled this summer. A committee was formed to advise and assist Mrs. Zysk regarding the format and content. Additional people will be trained to update the site throughout the year. The committee would like testimonials to be solicited to post on the website to personalize the website. Kellie and Jamie volunteered to assist Kathy Wotruba with this task.
- Enrollment/Personnel Update: Enrollment is currently at 315 students. Several new families to the area have shown interest in the school or are in the process of enrolling their children. Outstanding tuition has been reduced and administration is working diligently with those families who are past due. Tentative teacher assignments are K – Mrs. Kemmerer, 1st grade– Mrs. Smith, 2nd grade – Mrs. Probasco, 3rd grade – Mrs. Bouffioux, 4th grade – Miss Raybourne/Mrs. Fox, 5th grade – Mrs. Foura/Mrs. Novena, 6th grade – Mrs. Carpenter/Mrs. Sheridan, 7th grade – Mrs. Lipp/Mrs. Yapple, 8th grade – Mrs. Van Evra/Mrs. Smith. Assignments are subject to change based on enrollment and staff. Mrs. Wettersten will continue with the music program. Both maintenance personnel will be leaving this summer and two new candidates will be hired. There will be no physical education teacher.

New Business:

- Dress Code: The board recommended that uniform shoes should be predominantly white or predominantly black. A small logo or color could be acceptable, but at the discretion of school administration. The board recommended that ties for boys should not be required with shorts during the summer uniform dress code.
- Amendments to the Constitution: Diane Stuckey proposed adding the following additions under Article III, Section 1 that references the non-voting members: *“3. Any Catholic Feeder parish that has fifteen (15) or fewer students registered at St. Mary School, the Pastor may choose to appoint a non-voting member to the Board. This representative must be a parent or guardian of a St. Mary School student and must be designated as the representative for a minimum period of one year and a maximum period of three consecutive years. 4. A representative of William V. Fisher Catholic High School, as appointed by the Principal/Administrator of that school. This representative may be a faculty member, Board member of that school, or parent/guardian of a student from that school and must be designated as the representative for a minimum period of one year and a maximum period of three consecutive years. 5. A representative of the St. Mary Home and School Association officers, as determined by the officers of the Association, and must be designated as the representative for a minimum period of one year and a maximum period of three consecutive years. The above non-voting members serve in a consultation capacity. In this role these members do not exercise the privilege of making motions, nor Constitution amendments, nor vote on matters before the Board.”* Diane Stuckey motioned to have these amendments voted on at the next meeting. Ben Boyden seconded the motion. All approved.
- Questions and concerns surrounding the fifth grade Pilgrim Hills field trip were brought forth. Discussion ensued. Administration is aware of the issues and is currently addressing them. Recommendations were made to review the chaperone and camper policies and procedures.
- Recognition of incoming/outgoing board members: Kaylene Corcoran was graciously recognized for her service this year on the board. Tom Crook was welcomed to the board as a newly elected member. Mary McLoughlin and Cindy Albert were congratulated on their reelection. Diane Stuckey motioned to destroy the ballots. Cindy Albert seconded. The board approved the destruction of the ballots.
- Election of officers: Kellie Boyden was nominated for president by Diane Stuckey. Kellie accepted the nomination. Ben Boyden seconded. The board approved. Kathy Wotruba was nominated for vice president by Elaine Hartmann. Kathy accepted the nomination. Milea Quaintance seconded. The board approved. Jean Robertson was nominated for secretary by Kathy Wotruba. Jean accepted the nomination. Ben Boyden seconded. The board approved.

Close of Meeting at 8:40pm: Kathy Wotruba motioned. Kaylene Corcoran seconded. Kellie Boyden adjourned.

Next meeting: August 10th at 7:00 pm

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