

***Saint Daniel the Prophet School***

Advisory School Board Meeting

***Meeting Minutes***

August 24, 2009

---

**Call to order**

Robert Filler called to order the regular meeting of the St. Daniel's School Board Meeting at 6:30 PM on August 24, 2009 in School Library.

**Roll call**

Robert Filler conducted a roll call in Clement Singarajah absence. It was noted that Clement Singarajah will not be able to be part of the School Board this year due to work commitments.

**Approval of minutes from last meeting**

After opening prayer, Robert Filler read the minutes from the last meeting (May 18, 2009). The minutes were approved as read.

**Pastor's Report**

- 1) Father McGuire has a good feeling about this year's school year
  - i) Orientation went well
  - ii) Open school night went well
  - iii) Pieces of the puzzle are coming together we now have a good music, art, physical education, and Spanish program
  - iv) Although we are a small school with 90 enrolled students, we are well formed. Given the choice, Father would rather have the smaller enrollment where the students are well formed, grounded, and going in the right direction than a larger student population that isn't as well formed
  - v) The spirit in the school is good, kids are happy; they are inquiring about when the next confession is going to occur – that is a great sign. Parents are happy and committed to the school
  - vi) The finance is on the back of Father's mind, but as a whole our school is in line with other schools when it comes to subsidies
  - vii) Although we may not be able to compete against other schools, when it comes to sports and extra curriculum; we are holding our own with great new teachers. It was noted that a couple of teachers are still acclimating to the changes and change is hard, they are coming along, however. Teachers were told to be committed to seeing themselves as a ministry
  - viii) School enrollment will improve once word gets out on the uniqueness of our curriculum of testing the students frequently to identify their academic strengths and weaknesses and tailoring a program specific to their needs, talents, and their learning pace

**Principal's Report**

- 1) Night of Hope
  - i) School volunteer identified (Lori Garvey). Ms. Standerfer to e-mail Cynthia's contact information to Bob Filler – he will contact her about the event and determine if she can be a sponsor. Bob noted that he spoke with Lori Garvey and that although Jake, her son is not attending SDTP; she is still willing to volunteer for the event. It was noted that the goal is for SDTP to sponsor two tables and four student representatives from the school. The students will be called ambassadors. This year, there will be no choir, the cost of the event is super low where \$30.00 of the \$100 donation per person goes to endowment
  - ii) SDTP will need to put together a table centerpiece for the event. The school children can complete this effort for our school. They will need to include our school theme
  - iii) School Enrollment –Not yet where we would like it to be, but optimistic that we will get to where we need to be with matriculation
  - iv) Construction update
    - a) Outer fencing is up with minor touchups pending. Ms. Dewane noted that the fence around the stairs and her classroom should be removed by the contractor in that it could potentially be a fire hazard. Father will address this issue with the contractor
    - b) Kindergarten bathroom is completed with minor patch work pending

- c) School courtyard will have to be corrected. The cement used was not properly mixed and the surfaces are not absorbing the water as they should. The contractor was told the work is unacceptable and he was agreeable and will correct it. It will mirror the same reddish color of the one currently laid
- v) Working to finalize school testing with Mr. Nathaniel Krier – should be completed shortly. Will work on an acronym that will best describe the testing method for marketing purposes
- vi) Mrs. Kerry Pezzuto will be joining our School Board – she could not make it to this meeting, but will be available for next month's meeting
- vii) Fall Schedule of Events
  - a) ITBS
  - b) Night of Hope

### **Strategic Planning Update**

- 1) Major Goals (Brief)
  - i) Marketing - Increase Enrollment (Position Open) – no update
  - ii) Improve physical plant (Position Open) – no update
  - iii) Technology (Open position) – no update. It was noted that a Kevin Judge may be good at this position and should be contacted regarding same
  - iv) Resources for teachers (Ms. Dewane) – no update
  - v) Parental Participation (Position Open) – no update

### **Old Business**

- 1) Need for new Board Members
  - i) Liz Camacho recommended that Lisa Wilnot be contacted
  - ii) Debbie Venezia recommended that Sean Healy be contacted
  - iii) Elia Saldana recommended that Eva Hoffman be contacted
- 2) New Board Members Form – the draft of the form submitted by Liz Camacho was rejected – it was thought to be too formal. Liz was asked to draft an informal form keeping with the construction theme
- 3) Committee Reports
  - i) CTODP – Geriann Heslin – no update. It was noted that this committee get started early before the holidays when people are reluctant to donate due to other financial commitments
  - ii) Building and Grounds – Vacant – no update
  - iii) Development and Marketing – Vacant – no update
  - iv) Social Action – Ms. Joan Dewane – no update
  - v) Fundraising – Vacant – no update
  - vi) Volunteer Administration – Vacant – no update
  - vii) School Community Building – Vacant – no update

### **New business**

- 1) Meeting dates and meeting time for 2009-2010 school year
  - a) Day: Second Thursday of the month
  - b) Time: 4:00 PM
- 2) Election of officers for 2009 – 2010 school year
- 3) Appointment of committee head

### **Other Comments**

- 1) Liz Camacho noted that she would like Board Members to be more involved with the committees and hold them accountable for meeting goals and objectives

### **Closing Prayer**

### **Adjournment**

Robert Filler adjourned the meeting at 8:37 PM.

### **Next Meeting**

Thursday, September 10, 2009

Minutes submitted by: Liz Camacho

Minutes to be approve by: The Advisory Board

## **2009 – 2010 Future Meeting Dates**

All future meeting to be held at 4:00 PM:

- 1) October 8, 2009
- 2) November 12, 2009
- 3) December 10, 2009
- 4) January 14, 2010
- 5) February 11, 2010
- 6) March 11, 2010
- 7) April 8, 2010
- 8) May 13, 2010

CONFIDENTIAL