

SAINT MARY'S HIGH SCHOOL ADVISORY BOARD

In the tradition of the Franciscan Fathers and Sisters of the Precious Blood

The Mission of Saint Mary's High School is to provide a quality Catholic education by developing and sustaining a rich tradition in Gospel and family values, discipline and respect.

School Advisory Board Meeting Minutes

Monday, December 8, 2008

5:30 p.m.

Saint Mary's Cafeteria

The Saint Mary's High School Advisory Board met on Monday, December 8, 2008 beginning at 5:30 p.m. in the Saint Mary's Cafeteria.

Members present: Stan Bednarek, Jeff Glenn, Juanita Gutierrez, Yvonne Koehler, Ronnie Perez, Roseann Osborn Perez, Adela Trujillo, Michael Ward, Cindy Zapien, and Father Paul Sullivan.

Members absent: Joe Ortiz and Stefanie Villa.

Attendees: William Goodman, Vice President of PTO and Liz Hansen, Director of Finance.

The meeting opened with a prayer by Michael Ward.

The minutes of the November, 2008 meeting were accepted as read.

Reports:

*****Reports from the following committees are e-mailed/distributed prior to Advisory Board Meetings*****

Student Council Report: Sarah McShane, President of STUCO, Coreen Wintering, Senior Class Rep, and Claire Bottari, Student Body Secretary were on hand for tonight's meeting. They discussed the recent "Smiles of Christmas" (Dynamite Christmas) which went very well. 160 students sponsored the young children. Next year's event will be called the Polar Express with students getting Polar Bears. Thank you to the Booster Club for doing the cooking. Upcoming events include Catholic Schools Week in January and a Valentine's Day Dance.

Parent Organization: Mr. Goodman, Vice President of the PTO was in attendance and discussed the breakfast meeting being held on December 9th in the cafeteria with Mr. Mauro as the guest speaker. Mrs. Martinez is handling the Parent Retreat on February 12th beginning at 5 pm.

Development Report: Information was emailed previously. No representative from the Development Office was available for tonight's meeting due to previous commitments.

Principals Report: Nothing new to add from the report which was previously submitted.

Finance Report: Liz Hansen, Director of Finance distributed the recent financials and noted that especially during these tough economic times the school is holding its own. Mrs. Hansen and the Business Office are working very hard with those families having trouble making tuition. She

discussed the different options they are making this happen. They will be holding an informational session on Wednesday, December 10th in Piper Hall.

Strategic Planning Report: A handout of the recent minutes was previously distributed.

Building and Grounds Report: Cindy Zapien noted there was nothing to report. There was no meeting in November due to Ray Ista's recent illness.

Technology Report: A handout of the recent Technology meeting was e mailed previously. The next meeting is scheduled for January 7th. The committee has been working on updating their area of the strategic plan and actions.

Old Business:

Abatement: The abatement is moving forward with obtaining permits. The diocese has approved the funding.

Accreditation Update: Mark Mauro distributed three sets of handouts of areas completed for the accreditation. He expects the next set will be e mailed to the board members shortly. The board was asked to review the four goals. Several questions ensued followed by a motion to adopt the goals. It was seconded and approved. The January meeting of the Advisory Board will focus on reviewing information prior to the accreditation in February.

Marketing Committee: The next marketing meeting will be held at December 9th at 7:30 am in the Development Office. A BBQ in March is one of the ideas being discussed for those students and their families who are accepted as Freshman. A mailing of the Christmas card and a mailing of Greenstreak and letter from Mark Mauro will be mailed to the perspective 8th grade families this week.

Parent Recognition: Ronnie Perez noted he did not have time to review and would again bring it back at the January meeting. All board members were urged to get their ideas about this award to him thru email.

New Business: Mrs. Trujillo inquired about a Mother/Son dance. All proposals of this type need to be put in writing to Dr Rockwell.

Upcoming Events:

*Christmas Band concert is scheduled for Tuesday, December 16.

*Board members were invited to the staff Christmas luncheon on December 18. RSVP to Mrs. Nishan by Friday, December 12.

*Scholarship and Benefits made a contribution to the school for staff gifts.

Suggested Items for Next Meeting:

*Abatement

*Accreditation

*Marketing update

*Crisis Plan Update

The suggested item for the January meeting with Bridget Costello discussing the talking points has been postponed until the March meeting due to the agenda items for January's meeting prior to accreditation, and the February meeting which will be a meet and greet session of the entire accreditation team.

Good of Order:

*Congratulations to Mrs. Trujillo who received the booster award.

The meeting closed with a prayer by Michael Ward.

The next meeting of the Advisory Board is January 12.