

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 grounded in Gospel and family values, discipline and respect.

School Advisory Board Meeting Minutes

Monday, January 11, 2010

5:30pm

Thomas J. Reilly Library & Resource Center

The Saint Mary's High School Advisory Board met on Monday, January 11, 2010, beginning at 5:30pm in the Thomas J. Reilly Library & Resource Center.

The meeting was called to order by President, Jeff Glenn.

Members present: Jeff Glenn, Roseanne Osborn-Perez, Stan Bednarek, Evelyn Dawson, Rosie Perez, Kurt Schuler, Vernon Speshock, Michael Ward and Cindy Zapien.

Members absent: Adele (Lillian) Trujillo and Stefanie Villa

Attendees: Suzanne Fessler, Carlos Sanchez, Victoria Placencia, Rob Rogers and Tonya Norwood Pearson.

Roseanne Perez led the group in an opening prayer.

No audience was in attendance.

The minutes of the December meeting were reviewed. They were approved as submitted.

These minutes will be posted on the school web site.

Reports:

The Student Council Report was presented by Victoria Placencia. The plans for the SM vs. Brophy Bonfire are nearly complete for 1/28/10. The fire department has been contacted. The plans include food and entertainment for the SM student body. There will be no charge for this event. The adopt-a-family program, held during December, went very well. We have heard that the child who received the Nintendo DS was so excited that he slept with his gift. The Student Council Convention is scheduled for the end of January. Catholic Schools Week activities are in the planning stages. The Frosh Stu Co is planning to host the Sweetheart Dance this year. It will be held on February 6, 2010.

Ms. Norwood Pearson presented the Parent Organization. The Honor Board Reception has been scheduled for February 4th. The Parent Org is currently updating their by-laws. They are using the

Advisory Board By-Laws as a guideline for their revisions. They are considering a permanent change to Co-Presidents for their by-laws. Standing committees will include: hospitality, spirituality and freshman parent welcome. The Student Directory is complete and should be available for posting on the web site and distribution later this month. They are planning a parent retreat during Lent. Volunteers are needed for this event. They are planning an email blast as a way to inform parents. The Parent Org is planning to have monthly meetings on the 1st Thursday of each month. They will meet monthly with Mrs. Fessler with a general meeting to follow, in the cafeteria. They are continually working on the publicity for their group and their activities. Mrs. Perez suggested that they consider having a past president stay on their board. Having a person with past experience would be an asset to the Board as they plan their events. Another option would be to have a person voted in as Vice President, who would then become the President the following year.

Mr. Sanchez presented the Athletic Department Report. He stated that the Winter sports teams were into their second month of games. Soccer showed a drop off in attendance after the Christmas Break. They were trying to encourage the team members to recommit to finish the season. The Boy's Soccer team is playing well but has not been able to score to date. Girls' Basketball is doing very well this season. Spring Sports will begin soon. Tennis will begin on February 1 and the other sports will begin February 8th. We will have new coaches in Boy's Volleyball and Boys' Tennis. Academic Eligibility changed at semester for some athletes. Each winter team lost players because of failing grades this year. Booster clubs for the basketball and soccer teams were discussed. The Basketball program does provide a snack bar for games. The funds are used for team activities throughout the season. Soccer has no booster group at this time. We are waiting to see how many athletes will try out for Volleyball to determine our JV season this year. AIA regulations against recruiting are always a concern when planning camps and summer programs. We are considering a survey of frosh students as they begin their PE programs each fall to identify areas of experience and interest regarding sports.

Scholarship and Benefits Fund did not present a report.

Mrs. Fessler presented a written Principal's Report. Mrs. Fessler noted that our enrollment is stable at this time. We could lose up to 15 families because of their financial situation. We are still hoping that they will be able to pay their tuition amounts before the end of January. The business office continues to work with families to find funding for their students. We could be below our estimated student number and thereby faced with a budget freeze. No expenses "outside" the normal classroom expense will be allowed if the freeze is implemented. Discussion followed regarding the budget shortfall. The staff in the business office are continuing to work with families to complete their forms by the financial aid deadline. The March for Life trips are scheduled for Washington and San Francisco. Catholic Schools Week will begin on February 1st. Sr. Mary Magdalene will coordinate plans for this week's activities. We have recently been informed that Scott Jones and Ken Combs have died. A memorial mass will be held here at SM for Mr. Combs. Jason Everett will speak to our students regarding abstinence. The Honor Board recipients will be invited to a reception scheduled for 2/4/10. These student have a 3.75 and above GPA. 82 eighth graders took the test here at SM on January 6th. Mrs. Fessler was

pleased that 61 of these students were from Catholic elementary schools. The Course Catalogue will be ready in the near future. This will be posted on the web site as well. Mr. Sanchez and Mrs. Clark are working on the textbook list or next year.

Bolt Security will under contract for security for the remainder of the school year. We will evaluate the contract at the end of the year. Mr. Garcia has retired. Bold will be on duty 7:15-3:45 each day and hired for part time hours for special/athletic events. They will also drive around 24/7 as an added service to our school. They also have a contract with Notre Dame and Seton. They are owned by a Catholic family and their employees are screened by those standards for SET training.

There was no report from the Strategic Plan Committee.

There was no report from Building & Grounds. Their next meeting will be on January 26, 2010.

The Technology Committee had not met in December and had no report at this time. They are scheduled to meet in January.

The Marketing Committee had no report at this time. Mr. Rogers stated that the new brochure has been completed. It will highlight the theme of the five pillars. The Marketing Committee would like to recruit new members from the faculty and parent community. Marketing material was discussed at the Principal's meeting and Mrs. Fessler was pleased that we are at or above the standards set by the Diocese. We ordered 500 copies of our large color brochure and have had to order additional copies. We would like to improve the visual layout on our web site of this document. We will contact Mr. Cannon to see how this might be accomplished.

Mrs. Hansen presented the finance report. They are currently processing applications for additional financial aid. 150 of our families qualified for this program. The deadline is January 15th for this application. Group and individual appointments have been made for each family to complete their paperwork. At this time only 15 families have not completed the process. Jackson Hewitt customers did not receive the proper paperwork when filing their taxes. These families have received only a 1040 recap. This poses a problem as the deadline for aid is fast approaching. We are concerned about the student count at this time. We have had more families transfer out than we have had transfer into SM. Gary Davidson, Posse Sponsor, is a steadfast supporter of Saint Mary's. He and David Bernstein are working to contact public school administrators to find the top 5 academic students who are from low income families. They will work to support these students in coming to SM. We will probably institute an expense freeze in the 3 and 4th quarter of this year to insure a balanced budget.

Old Business:

The street abatement status remains the same.

Mrs. Perez read the six changes recommended to the Advisory Board By-Laws. This is the second reading of the purposed changes. The 5th change was clarified to mean, as of “today” with no grandfather clause. The word “regular” was added to change #5 as stated during the first reading. The changes to the By Laws were voted on. All changes were passed. These changes will be signed by Mr. Glenn and Mrs. Fessler. The document will be sent to Mrs. Mueller.

The Finance Committee needs new members. Please contact Mr. Glenn or Mrs. Hansen. January 25th will be the next meeting. There was no answer to the bus pass question.

New Business:

Mrs. Fessler would like members of the Board to review the Teen Magazine. This magazine is always seeking input from SM and she would like advice on our position regarding this magazine. Some of the ads and content may be questionable to a Catholic High school. We have had three students on the cover of this magazine. They continue to send copies to the school and are always asking for contributions from our students.

Mr. Ward would like time to review the direction and focus of this magazine before they give advice on future involvement. Mr. Ward will contact the magazine about their mission and focus.

State Graduation Requirements were discussed. Our current SM requirements were discussed.

We would like to change our requirements to include 4 math and 3 sciences. Mrs. Fessler recommended that this change take place immediately. We could individually waive any student who did not take enough courses during their first two years at SM to allow them to graduate. Most of our students have taken the required courses to prepare them for college. We have several new classes under consideration to fulfill this new requirement. The math department is considering a two year geometry class. A nutrition course may be added that would qualify as a science course. A motion was made and seconded to change our graduation requirements to match state standards. The motion was passed.

Seventh Period PE was discussed. Currently only 3 coaches participate in seventh period PE.

The process for nominating a chair to the nominating committee was reviewed. Requirement for the position were outlined. Stan Bednarek was nominated as this Chairperson. A motion was made, seconded and passed that Stan Bednarek be the new chair of the nominating committee.

Suggested items for the next Agenda:

Abatement

Teen magazine

Bus passes

Good of the Order:

On January 27, 2010, St. Mary's will retire the basketball jersey of Channing Frye. A special assembly will occur on that day. All students will attend and the SM community will be invited. Mr. Ward will notify the Diocese of this event. A formal process for retiring a jersey will be put in place in the near future. This is the first time SM has conducted such a ceremony. The Channing Frye Foundation is working with our Student Council to plan this event.

Mrs. Rosie Perez will lead the prayer at the February meeting of the Board.

Roseanne Osborn Perez led the Board in the closing prayer.

The meeting was adjourned.