



SAINT MARY SCHOOL ADVISORY BOARD MINUTES **Tuesday- September 17th @ 7-9pm**

Mission Statement: Saint Mary School is anchored in Catholic faith, values and proven academic excellence. We inspire students to be lifelong learners and servant leaders of our local and global community.

In attendance: Msgr. Michael Rose, Jeannie MacDonough, Stephanie Muzzy, Roseanne Mungovan, Colleen Clifford, Courtney Mayo Silvani, Tom Kennedy, Suzette Braun, Kristin Scheffel, Philip Varghese and Erin McLoughlin

Call to order:

Roseanne Mungovan

- Opening Prayer/Snack/ Beverages
- May Minutes Accepted

Updates:

- Principal's Report

Jeannie MacDonough

The Family Festival was held the weekend of September 13th- September 15th. It went well, there was a bit of rain but overall it was a success. The Grand Raffle winners consisted of one parishioner, one Shrewsbury resident and one school family.

It was a very busy summer at the school. There were new carpets installed in 4 classrooms. All classrooms in the main building have had new carpets installed (except the 7th Grade tile floor) in recent years. There is a new playground in the Preschool. The school has a new Maker Space in the 5th Grade classroom. There is new furniture, equipment, and televisions as well as many other items to make the space more conducive to STEM activities. The Beaton and DeFuedas families donated the funds to get the space up and running.

There was a Sneak Peak event on Monday, August 26th, the night before school started. It was well received and new students seemed to feel more at ease coming into the classroom on the first day of school.

Saint Mary School received technology grant funds from the Diocese of Worcester. With the funds, Mr. Beltran was able to purchase a wireless projector, Chromecasts, a TV mounting bracket, Drones, Virtual Reality Headsets and the phones needed to use them, and an additional 3D printer.

MAP testing will be used again this year. Students in Grades 2-8 will participate. The test will take place three times a year- Fall, Winter and Spring. Having a mid-year test will allow teachers to evaluate the results and implement any interventions that are needed to assist students.

There has been a template set up for the Social Studies curriculum. Teachers are asked to complete the templates based on the information that they are teaching in Social Studies and aligning it to the Archdiocese of Hartford. This will allow for review of any overlap within the current curriculum.

A schedule has been set up for classes to work in the Maker Space. The goal is for students in Grades K-4 to visit the space at least once a month and students in Grades 5-8 to visit it regularly. Mr. Beltran has been offering teachers the opportunity to visit the space for tutorials.

The policy regarding tuition refunds before the opening of school will be changed for the 2020-2021 school year. Withdrawals after August 1st will be charged a percentage of the tuition. Currently, we refund 100% until the first day of school.

The two year report is due in the Spring to NEASC. This report will detail the progress made since the Fall 2017 visit. The Strategic Plan has been updated. There are 4 major categories: Catholic Identity and Mission, Academic Excellence, Operational Vitality, Governance and Leadership. The plan will be ready for review at the November School Advisory Board meeting.

- Financial Overview Jeannie MacDonough

The school accountant will come this week to close out the 18/19 school year. It is predicted that there will be a surplus for the 18/19 school year. A working plan is in place for 19/20 school year. There is a projected loss for the 19/20 school year due to the lower enrollment.

- Curriculum and Technology Overview Suzette Braun

Last year, the committee researched and developed a template for teachers to use relating to the Social Studies curriculum. This year, the committee will be focusing on the area of Science. There is already information available from NGSS for each grade. The committee would again like to focus on one lower grade and one middle school grade to be part of the development of the curriculum.

- Advancement Overview Stephanie Muzzy

The Fund for Saint Mary School for the Fiscal Year ending on 8/31/19 surpassed the goal. There was \$74, 437.00 raised from donors. There was an increase from 96 to 129 donors to the fund this fiscal year. Several of the donors contributed through the Donate Now option on Facebook or through an email sent to solicit donations.

There was a “Grow the Fund” Campaign in April. The campaign brought in \$7,967.00 from 48 donors. That amount was matched dollar for dollar from the generous contribution from our Matching Donor.

There was also a “Still Time to Give” email and Facebook post sent in August. It did yield a few donors including some first-time donors.

Stephanie Muzzy will obtain information from Grandparents at the Grandparent’s Mass as was done last year. The Grandparents will receive quarterly or monthly e-newsletters.

Corridor 9/495 and the Massachusetts Cultural Council/Shrewsbury Cultural Council are offering grants again this year. Some ideas already in the works are having visiting artists come again as well as Physical Education equipment being purchased.

- Marketing and Enrollment Overview

Stephanie Muzzy

Enrollment continues to be a concern. Current enrollment is 189 total students. The committee recognizes the need for a full day Preschool. The problem continues to be a space issue. The committee will address this issue at their next meeting and brainstorm potential remedies.

The Advancement Office continues to advertise successes of our alumni. The posts and comments on Facebook are a great for marketing Saint Mary School.

As the committee markets the school through signs, advertisements and word of mouth, the question remains: what is bringing people here? Perhaps if the committee could share why families are coming to Saint Mary or why they are choosing this school, it would be helpful to other families.

Tour of School

The committee took a tour of the Maker Space.

Open Discussion

A parishioner approached Msgr. Mike and mentioned that they would like to pay for a portion of a student's tuition. This may be something that we could put out there for families of former students that wish to remain involved and are ready to help a student in need.

A suggestion was made to have alumni families reach out to potential student families. This would allow families to openly ask questions about the school and gain a parent's perspective of the experience of a child at Saint Mary School. Some high schools are already doing this in the area.

It may be helpful for the school to gather information from former students if they made Honor Roll, currently in AP classes or any other notable achievements. This would make for a great marketing tool. Sharing successes of former students could attract potential families. At one high school, there is a banner of the colleges that the students attended. Perhaps the school could do this on a smaller scale.

Meeting adjourned at 8:40

- Next Meeting- November 12, 2019