



SAINT MARY SCHOOL ADVISORY BOARD MINUTES **Tuesday- January 14th @ 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, Beth Berg, Courtney Mayo Silvani, Tom Kennedy, Suzette Braun, Philip Varghese, Kristin Scheffel and Erin M. McLoughlin

Call to order:

Roseanne Mungovan

- Opening Prayer/Snack/ Beverages
- November Minutes Accepted

Updates:

- Principal's Report Jeannie MacDonough

Since the last meeting there have been several events. The first was the annual Senior Luncheon. Students in Grades K- 3 sang for the seniors and the older grades served and greeted the seniors. It was a joyous event for members of the parish.

In December, we had the Christmas Play, Elves Workshop and Advent Angels. The Christmas Play was directed by Mrs. Patricia O'Brien again this year. Elves Workshop was a wonderful day for students to purchase gifts for their loved ones. The day right before Christmas vacation, students, faculty and staff exchanged cards with Christmas messages.

The month of December was also filled with good will and service to others. Students donated to WARM (Worcester Alliance Refugee Ministry) and our Service Club delivered homemade cards to people at Shrewsbury Crossings. Mrs. Cecile Cote was the liaison for the donations of household items for the refugee families through WARM. Grade 7 held a coat drive and was able to donate about 10 boxes of winter gear to Saint Anne's Human Services.

Also in December, teachers attended a Diocesan Professional Day. The keynote speaker was Brad Gustafson. All teachers were given a copy of his book Reclaiming our Calling.

MAP testing is currently underway. Students in Grades 2-8 are taking the Winter MAP testing. Having students take the test in the winter allows teachers, parents and administration to check the growth and the projected growth of each student. This can guide teachers to curtail lessons and differentiate lessons for students.

Saint Mary students in Grades 5-8 have begun their basketball season. Mr. Graig Sifferman is overseeing the Saint Mary School boys' league. There are 2 girls' teams and 3 boys' teams. It has been a great season so far.

National Catholic Schools Week will be taking place from January 25th January 31. On Saturday, January 25th the school community will hold the annual Mass and Pasta Festival. Open House will take place from 1-3pm on January 26th. Other events that week will include the color challenge, volunteer, teacher and student appreciation days. There will also be an Open House during the day on January 30th from 8:30-10:30.

As part of NE Catholic Schools Week, students collected goods for a local organization Boros Cares for Troops. A member of the organization came to speak to the students and share some information about the organization. In December, the school received a poster from the troops that received the cards and supplies.

There has been a donation of a 3D printer case to the school. It was donated by a preschool parent/parishioner. A table is being built to place the new 3D printer case in the Maker Space.

Early enrollment for Full Day PreK was made available to current preschool families. There are currently 3 students registered. It is anticipated that the program will fill quickly.

There have been 4 new students enrolled since November. Preschool Program B welcomed 2 new students. Grade 5 and Kindergarten welcomed new students that recently moved to the area.

- Financial Overview

Beth Berg

The Finance Committee had reviewed the current tuition rate and identified any potential increases in the budget. The committee proposed a \$100.00 increase for students in grades K-8. It was voted by the Board to increase the tuition fee by \$100.00. The book fee and technology fee will remain the same. For the next year, in parish tuition will be \$6,600 and \$7,000 for out of parish. The full day PreK program will be \$9,950 with a supply fee of \$260. This tuition is lower than other PreK programs in our area.

The FY 20-21 budget will be developed in the coming months. There is an anticipated lower enrollment based on past years. The Finance Committee will develop a budget once registrations are complete.

There was some discussion about the opening of 7th and 8th Grades at Saint John's. There are currently 4 families that are applying for the upcoming school year. A couple of the parents of those students have shared that they are applying to have an option as opposed to definitely going. There were 60 boys that took the entrance exam.

- Curriculum and Technology Overview

Suzette Braun

A STEM initiative continues to be the focus of the committee. Members of the committee have researched five potential learning/teaching sources. The committee has decided to focus on the following programs: Foss, Amplify, and Lab Aids. These programs have a linkage to NGSS, mixed media sources, lesson plans, hands-on exercises, and proven results. One suggestion was to contact the companies and see if they have references from smaller, local schools rather than large districts.

The Curriculum Committee plans to focus on Math as the next curriculum review. This will occur after the committee has finalized the STEM curriculum and resources.

There was a profile compiled pertaining to last years 8th Grade graduating class. The information gathered allows potential applicants to view where former students are attending High School as well as their placements in honors classes. According to the profile 16 out of 18 students are in Honors Spanish. Also, 50% of students accepted to Private High Schools were awarded Merit Scholarships.

- Advancement

Roseanne Mungovan

The Fund for Saint Mary is currently at \$31, 950. This is at 71% to our goal of \$45,000. There have been 61 donors. The donors are comprised of past donors, alumni, alumni parents and new school families. The Day of Giving took place on December 3, 2019. One thousand five hundred five dollars was collected on the Day of Giving. There was also an email sent out at the end of the year via Constant Contact. The open rate was 22.3%. This request yielded 4 donations.

Past donors received a Christmas card from Saint Mary School. Top donors received a box of Wicked Good Cookies with the school logo and Thank You printed on the cookies.

There have been 4 grants awarded to teachers this year. The Cultural Council has awarded Mrs. Corazzini and Mrs. Muzzy a \$400.00 grant to bring Mexican folk artists to Saint Mary School in the spring of 2020. Mrs. Colleen Johnson, Mrs. Pat O'Brien, Ms. Erin McLoughlin, Mrs. Chantal Kassa, and Mr. Graig Sifferman were awarded grants through Corridor 9. These grants were for the following: *Eye to the Sky: Vlogs Away*, *Classroom Sparks: Bringing Out the Genius in Every Child*, and *To Curl or Not to Curl: Learning Curling is Just a Stone's Throw Away*.

- Marketing and Enrollment Overview

Stephanie Muzzy

The new trend is a look book. The Board has suggested adding the portfolio done by Mrs. Suzette Braun into the look book and/or part of the school's brochure. Mrs. Stephanie Muzzy has suggested that a survey to former parents be sent to gather additional information.

Catholic Schools Week will take place from January 25, 2020- January 30, 2020. There will be two Open Houses that week. Once will take place on Sunday, January 26th from

1pm-3pm and Thursday, January 30th during the school day. The Full Day PreK program is advertised and applications are now being accepted online. There will be 2 preschool options. There will be a 2 day program (T, TH from 8:00-11:00) or a 3 day program (M, W, F from 8:00- 11:00). Mr. Gerry Sullivan has been working on developing a floor plan to revise the current Kindergarten classroom. He has sent a floor plan to Monsignor Mike and Mrs. MacDonough. There can be up to 15 students in the preschool half of the current Kindergarten classroom and up to 28 students in Kindergarten program. The floor plan will be blown up as a visual for parents to view at the Open Houses. On Thursday, January 16, 2020 there will be a review of occupancy, with the Building Inspector, for the current classroom with renovations. There could be a retractable wall or a wall with glass. The Preschool will be in the classroom until 11am. At that point, the Kindergarten class can have use of the whole room.

The Marketing Committee will promote the Open House through Facebook, and Parish Welcome fliers. There will also be advertisements in parish bulletins. Current Saint Mary School families are asked to share their experiences at the school and promote the Open Houses.

Meeting adjourned at 8:15

- Next Meeting- March 10, 2020