

SSPJ Open School Board Meeting Minutes
May 20, 2019 at 7pm

Members Present: Fr. Tom Haggerty, Ms. Diane Anderson, Mr. Jonathan Nicastro, Ms. Kelly McGovern, Mrs. Jennine Cullen, Mrs. Nancy Greubel, Mrs. Deborah Radosta, Mr. Michael Radosta, Mrs. Tania Willman,, Mrs. Tracy McAlvin, Mrs. Jennifer Wos, Mr. Matthew Carey

Members Excused: Dr. Gus Mantia, Dr. Lisa Stephen

AGENDA & MEETING MINUTES

1. Introduction of SSPJ School Board Members
2. Opening Prayer
3. Meeting Attendee Introductions
4. **President's Report** - Mr. Jonathan Nicastro
 - a. Survey response items to be addressed
 - b. Smithtown Day on June 2nd and Kings Park Day on June 15th
 - i. Sign Up Genius will be made available for volunteers to assist as needed
 - c. A 5K Race was held in Garden City in April to support the Tomorrow's Hope Foundation
 - d. Mr. Carey spearheaded a men's night out, and we are looking to organize that again soon
 - e. Mrs. Cullen will discuss the Guild events
 - f. Principals will meet to see if the 5th graders will have an opportunity for Middle School Sports next year
 - g. Reminder that the AM student drop-offs are NOT to be done on Clinton Avenue. Parents are requested to use the parking lot and crossing guard as noted in the school guidelines manual. The same rules apply for the PM pick-up following clubs. All of this is important for school safety.
5. **Guild Report** - Mrs. Jennine Cullen and Mrs. Deborah Radosta
 - a. Fashion Show is scheduled to include teachers, alumni, and the tickets must be purchased y Friday
 - b. Car Raffle - On Wednesday, volunteers to stuff envelopes would be appreciated from 9am - 3pm. One of the largest fundraisers for the year.
 - c. Family Festival - will begin on June 20th, and will be held in the main parking lot. Help is needed with booth, tickets and security.
 - d. An approximate of \$60,000 has been raised thus far
 - e. In the 19-20 school year, there will be a Go To parent in addition to a Guild Representative for each class. Each grade will have a responsibility to run a guild event. Important reminder that guild events are not just fundraisers, they are opportunities to meet people in the school and parish community as well.
6. **Principal's Report - Ms. Diane Anderson**
 - a. Ms. Anderson attended a retreat at the Seminary of Immaculate Conception, which was was designed for Catholic School Principals.
 - b. SSPJ is a parish school and the parish supports us. School was established in 1922, and we are soon approaching the 100th anniversary.

- c. Enrollment is increasing. We are currently at 199 students, and the goal is to reach 220 students. We have work to do, but we are making progress. Present enrollment is as follows:
 - i. N (22), PreK (25), K (12), First (11), Second (12), Third (20), Fourth (23), Fifth (22), Sixth (19), Seventh (15) and Eighth (18)
- d. Currently, 4th, 5th and 6th are self-contained classes, and 7th and 8th grade are departmentalized. Next year, 5th and 6th grade will be departmentalized when the 5th grade student classroom is held in the Academy building. Fifth grade teacher will work with students on religion, math and science. Sixth grade teachers will work with the students on ELA and Social Studies.
- e. Science Lab will be constructed in the kitchen area, there will be a sink, and this new setup will facilitate the lab hour requirements for the Living Environment Regents exam.
- f. Creative scheduling will be used. Fifth and Sixth grade students will not be a part of the electives that are rotated among the upper grades - it will be just with 5th and 6th grade.
- g. A student council with class officers will be established for students in 7th and 8th grade.
- h. A memo will go home tomorrow to parents about the 5th grade uniform, and parents will need to order new uniforms.
- i. Fifth grade students will be assigned lockers and may be asked to carry books, but teachers will guide them.
- j. New textbooks have been purchased and will be put to use after a review of the science and social studies curricula. A free dress down day will be offered to help purchase new science kits.
- k. Fifth grade will not have Mandarin, but will have Spanish so that they can advance to Level II at the end of 8th grade when entering high school. Parents expressed support to have one high school language credit at the conclusion of 8th grade.
- l. Parents requested to have a fourth and fifth grade meeting with parents about departmentalizing 5th and 6th grade in the 19-20 school year.
- m. Next year there will be a child study team with Dr. Corrado. Stressed the importance of one day a week for a counselor
- n. Progress reports will be added to each of the trimesters for next year
- o. Request for consideration of different privileges for students in 5th/6th grade versus 7th/8th grade in the future
- p. As per the Bishop, all Catholic Schools will be in session on Catholic Holidays next year
- q. Next year, a new policy of no food at birthday celebrations in school will be implemented. At the Academy, there will be a birthday wheel and at the elementary level, parents can read to the class, and there will be a birthday bag and students can pick goodies/treats - no more donuts and cupcakes.

7. **Pastor's Report** - Father Tom Haggerty

- a. Katie Farrell Garden - the statue has been delivered and it will be erected in June
- b. Fire Marshall must come and approve the new science labs
- c. Thank you, Ms. Anderson, for being such a wonderful principal

8. Open Questions

- a. School Safety and Security Inquiry -
 - i. RAVE app would have required internet based cameras, but all rooms have phones to call 911

- ii. Officer McFee came in and did an assessment, and was very pleased with what is currently in place. Additional emergency management drills, such as lockdown drills, took place and additional security guards will be added through volunteers who have satisfied VIRTUS training requirements
- b. Mrs. Collins's Retirement
 - i. The interview process has begun
- c. Concerns and questions can be emailed to schoolboard@sspjschool.net
- d. Welcome mass will be held on June 1st at 5pm for new families followed by a pizza reception
- e. Exam Administration
 - i. Parent request to be mindful about having multiple exams on the same day for students
- f. DASA Regulations
 - i. These regulations are part of the public school system, so as a Catholic School we rely upon our Catholic faith to teach children. We will be bringing in a guidance counselor to help support this.
- g. School Handbook and Website - both will be updated for the 2019-2020 school year

Next Meeting: June 19th, 2019 at 7pm