

St. Bernadette School Advisory Board

NOTES- Zoom Meeting

Monday, February 22, 2021, 7:00 p.m.

In Attendance:

Tom Tobin, Marty Farrell, Kara Albanese, Jim Cant, Bill Doyle, Joanne Gallagher, Catherine Glatts, Kevin Kelly, Dean Kenefick, Denise McDonald, Dan McGeever, Michael McKee, Joanne Montie, Father Saban, Tara Sweeney

1. Opening Prayer: Tom
2. Welcome to All
3. Information/Updates/Communication
 - a. Chairperson: Tom Tobin
 - Brian Andruszko- Resigned from Board--- Running for elected office on Upper Darby Twp Council; he will continue to lead both the Alumni Association efforts and DonorPerfect Database
 - Some of you were original members of the Advisory Board when it was instituted in spring of 2018. Some of you have already served for 3 full years. We invite you to continue on the Board, but if you wish to transition off of the Board, please contact Tom.
 - We are seeking out candidates to serve on the Advisory Board beginning in the 2021-22 school year. If you have recommendations for candidates for the Advisory Board, please contact Tom.
 - b. Principal: Joanne Montie
 - COVID: Several staff members and students have had COVID. Currently, the 5th grade is quarantined; earlier in the school year Kdg, 7th, and 8th grades were quarantined. There has been no expense spared in keeping children and staff safe during this time. Currently, the staff is getting vaccinated.
 - Proposing a Summer Program that Father Saban has approved. The program will be 2 weeks in length for K through 2nd grades.
 - 2021-22 Registration/Enrollment: Currently 269 students registered. Growth is expected.
 - This past year there were 6 transfer students in grades 1-8 due to public schools not being open
 - Joanne's leadership and the work of the staff during these challenging times was applauded by Denise McDonald and the entire Board
 - c. Advancement: Kara Albanese
 - Registration: Used the continuous enrollment process this year. All applications were done on-line.
 - A marketing video was created for the Catholic Schools Week Open House, which was held virtually. Dean Kenefick was recognized for his work in helping with the production of the video.

- The Annual Fund letter is set to be sent out. There have been some mail glitches that have prevented it from going out sooner.
- A New Family Welcome will be planned for late spring.

4. Committee Reports

a. Development: Marty Farrell

- Focus for the year has been on EITC and the Annual Fund. This year the entire parish will receive the Annual Fund mailing. This had not happened in the past. The solicitation letter listed the names of all Advisory Board members and was signed by Joanne and Tom.
- EITC session was held on-line in December. Marty sent follow-up notes to all of those who attended.
- Brick Campaign: Is being planned for the beginning of the 2021-22 school year.

b. Finance: Bill Doyle

- The parish is not eligible to participate in the second round of PPP funds from the federal government.
- An “Annual Budget Review Process” document was drafted by the Finance Committee and sent to Joanne and Bob Helmig for their review, prior to seeking Father Saban’s approval.

c. Facilities: Mike McKee

- In January, the Facilities Committee met with Father Saban, Bob Helmig, and the Parish Maintenance staff to discuss the scope and parameters of the committee’s work. Communication and roles were discussed.

d. Enrollment: Dan McGeever

- We use a continuous on-line enrollment process.
- Committee is promoting the Archdiocesan Transfer Grant Program. Denise suggested that this information be publicized.
- Dean Kenefick was thanked for his role in creating the recruitment video.

5. Future Steps/Actions

- Annual Fund letter going out
- May is Teacher Appreciation Month and our Board will show appreciation for our school staff

6. Roundtable

7. Adjournment

Next Meeting: Monday, May 10 at 7:00 p.m.