

**St. Dorothy School Development Committee**  
**Meeting Minutes: January 11, 2016**  
**(7:30 PM, Library)**

1. Opening Prayer: offered by Fr. Murphy
2. Meeting called to order 7:34pm Peter McGahey
3. Minutes: Development Committee Meeting minutes from 10/26/2016 meeting approved
4. Reading of the Mission of the Development Committee:  
*The Development Committee focuses on relationship building and fundraising to support St. Dorothy School. We make recommendations to Fr. Murphy to raise funds and increase school enrollment, to seek ways to strengthen the educational experience of our children at St. Dorothy School and we work with the school community to provide leadership and support in implementing these recommendations and programs.*
5. Committee Meeting Attendance
  - a. Fr. Murphy (pastor)
  - b. Mrs. Sheehan (principal)
  - c. Mrs. Neill (faculty representative)
  - d. Kara Albanese
  - e. Joe Dougherty (parish business manager)
  - f. Stephanie Gillin
  - g. Kelly Gust
  - h. Peter McGahey
  - i. Dolores O'Toole
  - j. Alan Pietrewicz
  - k. Mark Romano
  - l. Bunny Habicht
  - m. Christine Schumacher
  - n. Donna McGann (Home & School Association)
6. Committee Reports:
  - a. Annual Fund –presented by Alan Pietrewicz
    - 2015 \$85,145
    - 2016 Honorary Committee Chair
      1. Rob Hagan
        - a. Letter has been written
    - Speeches at all four masses Sunday to open Catholic Schools Week
      1. Mid Feb. for mailings
      2. Board to meet to personalize parent letters
      3. Public Announcement of donors after newsletter published
        - a. Possibly in bulletin with just a name
        - b. Pending on amount of donors after newsletter publication, do a bit in the Spring newsletter.
  - b. Oktoberfest –presented by Kara Albanese
    - New large signs for 2016 fair

- c. School Update – presented by Mrs. Sheehan
  - Enrollment for start of 2015-2016 school year is 432 students, 274 families
  - Current Enrollment 431
    1. Kindergarten: 41
    2. 1<sup>st</sup> Grade: 56
    3. 2<sup>nd</sup> Grade: 47
    4. 3<sup>rd</sup> Grade: 50
    5. 4<sup>th</sup> Grade: 40
    6. 5<sup>th</sup> Grade: 52
    7. 6<sup>th</sup> Grade: 43
    8. 7<sup>th</sup> Grade: 46
    9. 8<sup>th</sup> Grade: 56
  - New long term sub for Kindergarten is Ms. Kelly Shank
  
- d. Home and School – presented by Donna McGann
  - Designer Bag Bingo coming up April 2, 2016
  - Phillies May 22<sup>nd</sup> at 1:35
  - Spirit Day May 13th
  
- e. Marketing – presented by Mark Romano
  - Catholic Schools Week
    1. Open House
      - a. TV Show on Loop
      - b. Hang sign in lobby
      - c. Activity Fair in Annex
        - i. Well received
        - ii. Looking into signs placed on tables with high stands
      - d. New signs created
      - e. Folders completed
      - f. Directory listed on sign located outside with direction
      - g. Cleaning Day
        - i. Make it a service corps project
        - ii. Jan. 29<sup>th</sup> after school just for an hour
      - h. Photo Board
        - i. Kelly Gust completing
        - ii. Just 1 in annex
      - i. Development Committee Tours
        - i. Mark Romano made script
        - ii. Committee member with student council to give tours
        - iii. Sign Up Genius going to Board members first then to parents
  - Newsletter
    1. Spring ideas coming together now
  - Web Site
    1. Shooting for February launch
    2. High level outline by Kara Albanese for Mrs. Sheehan review

- High School Night
  1. Well received
  2. Doing it again
  3. Caters to 6<sup>th</sup>-8<sup>th</sup> grade students

f. EITC Information – presented by Dan O’Mara

- Money being received

g. New Business

a. Dot’s Dollars

- i. Possibly create a cut off
- ii. Add to activity fair

b. New Signage

- i. Large out front of church
- ii. Smaller, pendant style and more permanent
- iii. Light fixture banners?

c. Pre-School

- i. Research required –Mrs. Sheehan to talk to other schools currently implementing a pre-school program and create initiative to explore campus for building options
- ii. Where to put it and legal ramifications

7. Next meeting date: March 14, 2016, at 7:30 PM in the library

8. Meeting adjourned: 8:45pm