

## SMA School Board Minutes

Monday November 16, 2009

7:00 pm

SMA Library

Present: Bobi White, Fr. Marc Gagne, Nick Milano, Luz Bay, Ted Anglace, Bryan Saylor, Jeff Pollock, Maureen Staples, Art Feith, Marty Dumont, Meaghan Puglisi, Gerry Gajewski, Frank Cassidy, Cathy Berube, Suzanne Kelliher

Meeting called to order.

Opening prayer by Fr. Marc

Open Session: None

Review of minutes. Noted spelling changes.

**Discussion:** On posting of minutes and what is the criteria for parents addressing the board during open session. Nick to post an announcement on the website regarding the open session.

Motion to accept minutes from September made by Art Feith, seconded by Jeff Pollock. Minutes accepted.

Amended copy to be forwarded to Bobi White for publishing on website.

### Review Agenda

Administrator's Report - Fr. Marc and Mrs. White will be meeting. What is the policy regarding the parish's financial commitment for capital improvements at the school?

**Discussion:** Re: Diocesan policy is that the host parish is responsible for capital improvements. SMA has been able, to date, to budget to cover 1/2 the cost of the project. Fr. Marc thought that he was only responsible for 1/2 the cost.

In the future, if the Board begins discussing a capital improvement, a letter needs to go to Fr. Marc and to the Finance Chair of the Parish of the Assumption. Finance decisions will need to be made prior to the project beginning.

### Principal's Report:

Christmas Fair	Sat Nov 21
Thanksgiving Mass	
w/Food Drive	Mon Nov 23
Dover Christmas Parade	Sun Nov 29
Spaghetti Supper	Wed Dec 9
Christmas Concert	Dec 13

Open House at PreK/K building went well with 15 attendees. A lot of interest no enrollment at this time. Lots of work going on with the facility. New toilets in the little building. The gym furnace is having some problems. The PreK/K building was closed last Tues due to illness. 5 staff members and 28 out of 60 children were ill. Everyone back on track.

We do not have enough parking in the main lot for the staff. An agreement has been reached to use the Foster's lot. Staff members using the lot will be issued stickers.

**Discussion:** What is the follow up to an open house? From Bobi White - They receive thank you notes and enrollment packets. Bobi & Meaghan handle the big building while Cindy Kuder handles the little building.

### Committee Report

Finances – Nothing at this time. Budget process will begin soon.

Facilities – Art Feith - Where are we with the lighting proposal? Bobi - Do we have a facilities plan? We have some other issues that may take priority. We need to update the facilities plan. If we are not going to have a facilities manager then the facilities committee needs to be strong. Marty Dumont recommended reaching out to parishes to tap some of their resources.

Development and Marketing – The Dover Christmas Parade is fast approaching. Currently there are 1500 people in the parade. The SMA float will have a children's theme. They will be handing out 3000 bags of "reindeer food". The grand marshals of the parade are confirmed as the Foster's Family and Lorraine Goren, in memory of our community supporters.

Catholic Schools Week promotional information is in. There is a recommendation to have a public figure come and take part in the CSW activities. Meaghan is looking into this option. There is discussion with St Thomas Aquinas offering a discount on tuition for SMA students as they move forward into high school. Nothing firm at this time. On Jan 23 at the Manchester Monarchs game there will be a Catholic schools night.

**Discussion:** How safe are the parade floats? Meaghan Puglisi - All floats have to meet the parade safety guidelines.

Athletics – Bob and Lynn Adams have offered to run the intramural basketball program.

Cultural Enrichment - A flyer was presented to the board detailing the areas covered by cultural enrichment. Art Feith is concerned that the people running this committee are 8th grade parents and that they will be moving on after this year. This committee needs new blood to continue its great work.

**Discussion:** Should the Board be receiving regular school emails in order to keep

them current with what is going on at the school?

Technology – Nothing at this time.

Constitution With the merging of parishes our constitution will need to be revamped. A new template will come to us from Manchester. Nick has the template. A committee will be set up to work on this project. It will be emailed to the board. The deadline for completion is April 2010.

Old Business - Last meeting discussion took place regarding evaluating our students. Luz Bay, program management of NECAP, presented the possibilities of doing this. Important that we follow the rules that other schools follow. Marty Dumont stressed the importance of having a measuring tool to compare our students to area schools.

Mrs. White to meet with STA to discuss the performance of our 8th (now 9th) graders. Evaluate Saxon Math, where are we?

What happened to the Spiritual Life committee? Fr. Marc and Mrs. White are working on it.

In January a letter will be going out to parents. It will detail the criteria for supported students.

Closing prayer. Meeting was adjourned.

Next Meeting: Date to be determined  
7:00 pm  
SMA Library