

Our Lady of Most Blessed Sacrament School
School Advisory Council
Meeting Minutes
January 6, 2016

Members present: Deacon Patrick Wood (Business Manager), James Bloch, Daniel Szalla, Jeff Spinelli, LeeAnn Venturini, Dr. Lucas Godinez, Luis Fabregas, Sean Davis (Principal), Jessica Rock (Teacher Representative), Jennifer Marino (PTK President)

Members not present: Chad Crawford, Debora Malvone, Fr. James Mazurek (Pastor), Brian Swierczewski

- Minutes from 11-18-2015 meeting reviewed and approved
- Sub-Committee reports

Budget, Finance, Development, Fundraising, EITC/OSTC

- Financial documents to be compiled and distributed to the SAC at the next meeting on February 17, 2016.

Athletics

- Jeff presented the athletic committee mission statement. Basketball and cheerleading are underway, spring soccer planning will start up in March. Jeff noted good attendance at games and concessions are doing well.
- Jeff Spinelli has acquired the Diocesan prayer banner and it will be available for all of the home games
- Sean spoke about students who neglect to turn in homework and fall behind across multiple academics will not be permitted to participate in athletic practices or games until grades improve.

Spirituality and Ministry, Admissions and Marketing

- Dr. Godinez asked how soon the school publicizes registrations and Sean said registrations are taken all year and forms are sent out in February. Sean suggested an open house in March or April and suggested parents host the event and come out to talk with visitors. Marketing OLMBSS is in the form of handouts, open houses, signs, advertisements in other parish bulletins. Parishes without a school program permit posting bulletins in their parishes.

Facilities, Property and Planning

- Dr. Godinez asked how student medical and permanent records are maintained and disposed. Sean said it depends on the type of record, yearly forms are shredded.
- Friday, January 8, LeeAnn will meet with the principal and deacon to discuss and begin updating the schools safety policies and procedures.

Curriculum and Technology

- School administration discontinued purchasing the Math Simple Solutions enrichment book. We are replacing the current math textbooks with a new math series, EnVision.
 - EnVision offers students a new workbook and textbook each year. Other schools in the diocese have started using EnVision and the cost over a six year period offers a better value than Simple Solutions.
 - Sean compiled student assessment data for a three year period and setup benchmarks. The information will be used to identify where students are struggling and better understand curriculum strengths or areas for improvement.
 - All but three of the computers the PTK helped pay for are setup and installed.
 - Sean created an electronic version of the Golden Apple award nomination form. The hard copy version of the form is lengthy and time consuming for the nominee to complete. The award value for teachers is 5k and principals 6k. Sean will blast out an email invite to get people involved in making nominations
- **PTK**
 - This year's cash bash is January 23. Heather said a lot of parents volunteered to help with the event and the push right now is to start selling tickets. Proceeds from the event will help fund bussing for student field trips.
 - Review of Parent Requests – no new requests
 - Adjourned

[The next meeting will be held on February 17, 2016 at 7:00 p.m.]