

Our Lady of Most Blessed Sacrament School

School Advisory Council

Meeting Minutes

April 5, 2016

Members present: Fr. James Mazurek (Pastor), Sean Davis (Principal), Jessica Rock (Teacher Representative), James Bloch, Chad Crawford, Daniel Szalla, LeeAnn Venturini

Members not present: Deacon Patrick Wood (Business Manager), Jeff Spinelli, Luis Fabregas, Brian Swierczewski, Jennifer Marino (PTK President), Dr. Lucas Godinez, Debora Malvone

- Minutes from February 17, 2016 meeting reviewed and approved
- Sub-Committee reports

Budget, Finance, Development, Fundraising, EITC/OSTC

- Nothing new to report; waiting for Diocese to release financial documents; in the interim will work on a solution to get older financials to begin benchmarking; Mr. Davis suggested scheduling a separate meeting to review financials that can be controlled.

Athletics

- Profits from concessions - \$6,100, registrations - \$4,200, Murder Mystery \$3,000 totaled \$13,342: Basketball spend was \$8,181: equipment (uniforms, whistles, boards, etc), referee, YMCA rental. Amount available is \$5,161 + residual approximately \$4,000
- Approximately 24 JV and Varsity soccer players but only 10 uniforms were returned from last season; Chad discussed purchasing new uniforms and Fr. approved. JV/V practices are Tuesdays and Thursdays 3:30 – 5p and Little Kickers Wednesday s 3:30 – 4:30p. Owe Freeport Soccer fields \$1,200 for use of fields last year and this year plus referee fees. Need to purchase anchor weights and netting and to cover the cost Chad suggested a hoagie fundraiser
- Interest letters for Volleyball will be sent out in May
- Athletics banquet planning is in motion for May

Spirituality and Ministry, Admissions and Marketing

- 67 inquires for next school year enrollment, healthy size kindergarten class coming in 2016/2017 school year and 30, 8th graders leaving
- As a courtesy the Tribune Review includes OLMBSS enrollment information wherever the editor needs to fill in extra space at no cost
- Sean suggested advertising in the In Touch Magazine and Fr. Mazurek wants to send out a post card mailer, additionally, various signage options discussed and Fr signed up for the electronic bill board on Route 28 north, the cost is approximately \$4,000

Facilities, Property and Planning

- Provided Sean an electronic copy of the Staff Skills Survey related to safety and first aid, a space is provided to recruit staff who are willing to become

part of the incident command team. the team members will be appointed specific responsibilities in the event of an emergency

- LeeAnn shared drafts of OLMBSS maps and diagrams; need to verify where on the maps the AED's, Fire Extinguishers, breaker room, HVAC, etc., should be identified.
- Fourth grade classroom pipes will be replaced and work will begin once warm weather sets in
- Since the last SAC meeting, Fr. Reviewed the vending machine contract and called the district manager to remove pop and candy and replace with the contracted items. Fr. said the vending machines were not put in for the students – they're for staff and bingo use – and the schools earns \$.08 for every \$1.00 spent

Curriculum and Technology

- OLMBSS teachers will host The Olweus Bullying Prevention Program (OBPP) on April 28,2016.
- Technology nothing new to report

PTK

- The Diocese regulates budgets for committees and according to Fr. the auditors said to much money is in the PTK account

• Other Business

- The cost of cafeteria services negatively affects finances; Fr. proposed looking at other solutions that other schools use such as creating a service kitchen with milk, fruit, water, juice and have students brown bag lunches most of the week. One day a week have local restaurants prepare meals. Some members feel eliminating a full service kitchen could turn potential new families away.
 - The children did a beautiful job with the Live Stations, members said their families enjoyed seeing the stations
 - Mrs. Thimons is the recipient of the Golden Apple Award. The award recognizes teachers in the Pittsburgh Diocese who do an exceptional job in the classroom
- Review of Parent Requests – nothing to report
 - Meeting Adjourned

[Last two meetings are planned for May 11 & June 15, 7pm]