



# School of Saint Elizabeth

**Date:** June 28, 2010  
**Time:** Monday, 7:30 PM  
**Location:** Library

**Next Mtg:** September 8, 2010  
**Time:** Wednesday, 8:45 AM  
**Location:** Msgr. Tourney Room

## Distribution:

SAC		SAC		Committees TBD	
X	Father John Fell, FJF	X	Justin Molinaro, JM		Volunteer
X	Richard Diegnan, RD				B&G
	Judy Gaggis, JG		<b>FINANCE COUNCIL</b>		Finance
X	M. Abby Molinaro, AM		Les Quick, John Gaggis, Tim Farrell, Jim Clarke, Paul Keating, Peter Burke		Fundraising
X	Gina Harrobin, GH				
X	Bill Venezia, BV				
X	Jim Carle, JC				
X	Mary Hughes, MH				
	Germaine McGrath, GM				

X Denotes attendance @ meeting.

## COMMITTEE OVERVIEWS

### General

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|---------|--|-----------|----------|
| 6.28.10 | FJF opened & closed the meeting with a prayer.   | All       | 6.28.10  |
| 6.28.10 | The 5.10.10 meeting minutes were reviewed and accepted.  | Noted     | 6.28.10  |
| 6.28.10 | A group discussion & review of the draft response letter to the Diocese concerning our strategic plan occurred. Everyone acknowledged that the concerns (eg increase enrollment, add members to the SAC) of the Diocese are being addressed. FJF asked that we carefully consider our responses; we will address this at our next session. The goal is to provide a comprehensive update at the end of the year. <b>THIS TASK WAS DISCUSSED AFTER THE JOINT MEETING CONCLUDED.</b>   | MH/AM/FJF | 9.8.10   |
| 6.28.10 | BV provided a detailed review of our student body performance on standardized tests. SES has consistently outperformed both the national and Diocese averages in all categories: reading, language, math, social studies & science.  | BV        |          |
| 6.28.10 | BV noted that SES will be hosting the Middle States evaluation team on October 19-21.  | BV        | 10.19.10 |
| 6.28.10 | We talked about adding new members to the committee. The key is "value added". All agreed that we need to clearly define the role of each new member & to not just add a member for the sake of increasing our membership numbers. Suggestions include adding a member that is the parent of an alumni such as Sarah DeMarrais, Sandra Ennis, Bob Carr, Nancy Ronco (AM will call this group). Also, RD will call John McCrossan to act as our Community Liason. MH will call Christine Lewis, Lisa Rapp, & Mrs. Nicholas. | All       | Ongoing  |

RD will speak with Denise Dooley in regards to reviewing our plan. We will also ask BV for suggestions. FJF will ask the Sisters of Christian Charity for a volunteer. **THIS ITEM WAS DISCUSSED AFTER THE JOINT MEETING CONCLUDED.**

## Marketing Committee

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| 6.28.10 | MH updated the committee on our current enrollment picture. Spreadsheets detailing the enrollment trend & projections were distributed. Generally speaking our overall numbers are up with one new student in each grade. 10 new students from the SHSD public school/CCD program are enrolled; 2 from other public schools; 2 from private schools. Our retention rate is high and enrollment continues to be stable. A major factor for this success is the strength of our academic programs, & our new principal & his solid leadership presence. We would like to have more PK students enrolled however we, as well as our competition, are faced with a decline in the overall birth rate; we anticipate that there may be a couple more additions over the summer. The ideal number in each grade is 20 students. MH will survey those PK parents that will be leaving our school. | MH        | Ongoing |
| 6.28.10 | Regarding Fund Raising, specifically the Golf Outing, we will work with the HSA & the school families over the summer months instead of waiting for the school year to begin in September. We will also be looking at rebranding the gala as the Educational Ball to create more involvement from the parish/community etc. Mardi Gras Casino Night was suggested as a fund raiser.  | All       | Ongoing |
| 6.28.10 | <b>ALUMNI:</b> GM + MH are working on a database of alumni contacts. The theme of the alumni drive is "\$100 from 100".  | MH,GM, JM | Ongoing |

## Community Liaison Committee FUTURE

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| 4.12.10 | The group discussed our school's involvement in the local community as well as our involvement with Immaculate Conception School in the Bronx. We hope to have the students from IC visit SES in May. Other plans for community involvement include joint efforts with Ridge Oak, & possibly hosting a "Golden Day" with our grandparents/senior citizens. We need to identify a person willing to serve as the Community Liaison leader; suggestions include a grandparent of a current student. <b>THIS TASK WILL BE DISCUSSED AT OUR NEXT SAC MEETING.</b> | All | Ongoing |
|---------|---|-----|---------|

## Buildings & Grounds Committee FUTURE

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| 5.10.10 | AM stated that the playground mulch needs to be replenished. There are bare spots & areas where a child could be injured. This could be a service project or we could ask the more recent alumni to assist. <b>THIS TASK WILL BE DISCUSSED AT OUR NEXT SAC MEETING.</b> | AM | Ongoing |
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## Finance Committee

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| 6.28.10 | RD gave an update on the new "soft capital campaign". A list of approximately 70 members of the parish was developed. The list identifies those people who are capable of donating \$3000 annually for 5 years. A draft copy of the letter that will be sent to this group of parishioners was distributed. | RD | 9.8.10  |
| 6.28.10 | BV stressed the need to continually update & keep pace with technology.   | BV | Ongoing |

Items for the classroom such as smartboards, & hardware infrastructure are needed. BV has requested that funding for technology be a priority. Donors can see proof of our success in the high testing scores our students achieve.

5.10.10 BV & PK are working on the budget for the upcoming 10/11 school year. The budget will be sent to the Diocese in June. **THIS TASK WILL BE UPDATED AT OUR NEXT SAC MEETING.** BV,PK June

## Closing Remarks

5.10.10 RD suggested that we look into alternative sources of funding such as corporations in the area. RD & BV is also working with local legislators on the campaign to pass the vote on private school funding initiatives. **THIS TASK WILL BE DISCUSSED AT OUR NEXT SAC MEETING.** BV/RD Ongoing

## New Business

6.28.10 Next meeting is scheduled for **WEDNESDAY, September 8, 2010 @ 8:45AM EST.** Meeting shall be held in **Msgr. Tourney Room.** All 9.8.10

Submitted by: M. Abby Molinaro, Secretary.

These minutes represent a summary of the discussions that occurred during the meeting. Meeting minutes will be formally reviewed and accepted during the next monthly session. Should there be any questions, kindly contact the author of this document.