

**Lay Advisory Board Meeting
March 16, 2017
Began Meeting at 6:05 pm
Adjourned at 7:40 pm**

IN ATTENDANCE

Tom McGuire
Felicia Niven
Jeff LaFrance

Danielle Fox
Jeanette Powers
Michael Klein

Eric Reich

6:05 pm – Call to order/Opening Prayer

6:10 pm – Old Business

Suggestion Box: One student would like a school counselor. Principal McGuire will follow-up with teachers to determine which student may be in need and also continue to offer bullying and other counseling programs in-class. In the future, ESSA grants could fund counseling.

- a. Suggestion for Bishop McHugh School to join the Cape May County Chamber of Commerce. Not only is it a good recruiting tool, it is a way to connect with businesses that may wish to sponsor activities at the school. Felicia Niven will contact the Chamber to find out about membership cost.
- b. AtlantiCare has started a school food program, where they provide healthy breakfast for free to students during the school day. This is available to private schools, as well as public. Eric Reich will provide the contact information to Felicia Niven for follow-up.

Principal's & Communications Report

- a. Principal McGuire introduced Jeff LaFrance, the new bookkeeper at Bishop McHugh School through the end of the school year.
- b. Principal McGuire reported on the STREAM student garden project led by parent Drew Holmes, teacher at ACIT. Teachers will be working with students in their classes on various aspects of the garden. Lisa Barry will be working on sun diagrams with the students.
- c. Felicia Niven reported on the online registration process, and demonstrated how it works. The Lay Advisory Board suggested adding Paypal to the process.
- d. Principal McGuire previewed Summer Camp, which will include a STREAM Summer Camp for Grades K-8 and a PreK Summer Camp. The STREAM Camp will include a garden component, and may also include robotics. The K-8 camp is planned for the weeks of July 24 and July 31. The PreK Camp is planned for June 26 – July 28, Monday through Friday from 9 am to 2 pm. Both camps will be open to the community. The Lay Advisory Board suggested outreach to the local campground, which may be looking for activities for their children.
- e. Felicia Niven reported on Casino Night, which generated less income than in past years due to the fact of the change in location this year. In previous years, the location fully donated many of the expenses. As a result, there is a need for the Golf Outing to earn enough to meet the PATH Assessment. She asked for help from the Lay Advisory Board to “spread the word.” Jeff LaFrance and Mike Klein both noted that they are not golfers but would like to participate, and suggested

that the Golf Outing organizers consider a way to do so (e.g. “newcomers welcome”). Jeanette Powers suggested that students make an appearance at the Golf Outing to remind everyone about what the outing is supporting.

- f. Felicia Niven reported on the May 4 Evening Open House from 6-7:30 pm, and invited the Lay Advisory Board members to attend.

7:20 pm – New Business

- a. The Board briefly discussed plans for succession. Principal McGuire noted that prospective members have been approved by the pastors and will be asked if they would like to serve on the board. If so, they’ll be invited to the June Board meeting at which time we’ll elect a new Executive Board. All members present wished to remain on the Board. Dani Fox noted that it will be important to stagger terms so that not everyone leaves at the same time.
- b. Felicia Niven asked the Board for their assistance in recruitment, including sharing Open House posts on Facebook, distributing flyers and postcards, and providing their ideas on how to get the word out. Jeanette Powers suggested getting the flyers to the churches, either for display or for inserts in the bulletins. The Board also noted that having students in uniform at church helps increase visibility of the school. They acknowledged that students don’t always want to wear their school uniform on the weekend, and so the Board suggested creating a fun t-shirt with Bishop McHugh on it that they could wear.

7:30 pm – Follow-up discussion & Misc.

- a. Eric Reich noted that he believes that winners of the “HulaFrog Most Loved Awards” may advertise for free for a year.
- b. The next meeting, the Board will review its Bylaws.
- c. Mike Klein asked if the Board could follow-up on academics, and whether the changes made this year are having an impact as students make the transition to high school.

Next Meeting: Thursday, April 27, 2017 at 6 pm