



## Lay Advisory Board Meeting Minutes – January 6, 2021

### **In attendance:**

#### Board Members

Tom McGuire, Principal  
Steve Hartsough  
Mike Klein  
Kevin Morris  
Jamie Mulholland  
Eric Reich

#### Staff

Felicia Niven, Director of Communications  
Tammy Brown, Fundraising Coordinator

#### Pastors

Rev. Tom Barcellona, Our Lady of the Angels  
Rev. Perry Cherubini, St. Joseph  
Msgr. Pete Joyce, St. Maximilian Kolbe  
Rev. William Kelly, Saint Brendan the Navigator

#### A. Call to order/Opening Prayer

The meeting was called to order by Eric Reich at 5:05. Father Barcellona led all in an opening prayer.

#### B. Approval of Minutes

##### i. Regular meeting, December 2, 2020

A motion was made to approve these minutes by Jamie Mulholland, seconded by Father Pete. All in favor. Minutes approved.

#### C. Administration and committee reports

##### i. Principal's report

- Facilities: Air purifiers are now in every classroom, each covering a surface area of approximately 800 square feet. The water heater replacement date is pending but will be set up shortly. The water corrosion control system will need to be addressed soon. A rebuild would run in the range of \$27,000, but there may be a way to address this for a lesser amount of money. The circulation pump, as funded by the Sea Isle City Knights of Columbus, will be replaced tomorrow.

Some other unanticipated needs have popped up, but all handled within the normal building budgetary constraints.

- *Eric queried as to whether the water fountains were fixed, to which Tammy replied that a grant from Atlanticare will provide a water filling station. Eric, as a member of the Atlanticare board, will see if he can negotiate for a second one.*
- Health & safety: The fall session was positive in terms of the pandemic effect on the school community. There were no reported cases among the students or staff while we were in session. Over the holiday break, some cases were diagnosed due to outside contact, but the school was notified right away and communicated quarantine guidelines based on each case's particular situation. Presently two students are currently out, but as the cases did not originate from within the school, the risk to the school population is slim to none.
  - *Mike queried when the school staff will be vaccinated. Tom replied that, as teachers and support staff are the "1B" category, their opportunity will follow behind healthcare providers, the "1A" group. He has encouraged all staff members to register in the state's COVID vaccine portal in preparation for when that will be able to happen.*
- Academic program/curriculum and instruction: STAR testing was implemented a few years ago to provide a quantifiable measurement where students are - or need to be - in reading and math. This will take place again this year. While the testing is web based, remote learners will be invited to take the tests in person at the school. Marking period 2 will end on January 22 with report cards being issued the following week.
- Virtual athletics: Any suggestions as to how to bolster registration and participation in this program are welcome.
- Catholic Schools Week: This will take place the week of January 31 through February 5. While activities of past years are not possible, we will attempt to make it as interactive and fun as possible. Any ideas are welcome.
  - *Kevin Morris offered the idea of establishing a "What Bishop McHugh means to me..." video series promoted on the website and in social*

*media. This expanded into a discussion on recruitment and related opportunities into the 2021-2022 school year.*

ii. Finance report

Eric invited everyone to review the financial reports provided on their own; questions can be emailed directly to Bill Clare or deferred to the February meeting.

iii. Registration report

Tom provided a re-registration report as of December 9, 2020: 109 students have been registered for the 2021-2022 school year, 96 of which took advantage of the discount for registration fees paid by November 30, 2020. 13 others have pending reg fee payments.

iv. PATH report

Tammy reported great success with grants/in-kind gifts: \$6,570, which is above and beyond the budgeted amount. Events, year to date, have generated just over \$23,000. Some events are tentatively on the calendar, such as Bag Bingo, and other revenue generators are on the horizon or active, including the golf cart raffle. annual giving/relationship building, discount cards, 50/50 sales and banner sales.

- *Kevin Morris suggested putting the banner sponsorship opportunity on the website, so that area businesses see an opportunity to support the school all year round, as opposed to just when an event with its own sponsorship levels is being promoted.*

v. Committee reports

1. Communications

Felicia reported that the virtual Christmas pageant was very well received. We just submitted our safe environment audit of every employee and volunteer to the diocese. During Catholic schools week an ad will run in the Catholic Star Herald. The parish baptism/onesie program is also moving forward. She is looking for ways to engage and connect families by grade, such as a Zoom game night or scavenger hunt.

vi. Suggestion box

[None]

D. Old Business

Parish Liaisons: Tabled due to timing.

E. New Business

Capital improvement: Tabled due to timing.

F. Determination of Next Meeting

- Wednesday, February 3, 2021
- Wednesday, March 3, 2021
- Wednesday, April 7, 2021
- Wednesday, May 5, 2021
- Wednesday, June 2, 2021

G. Adjournment

A motion was made to adjourn by Eric Reich seconded by Kevin Morris. All in favor. The meeting adjourned at 6:03.

Respectfully submitted,

Jamie Mulholland