

## Lay Advisory Board Meeting Minutes

March 12, 2019

Began Meeting 5:05 pm

Adjourned Meeting 6:20 pm

### In Attendance

Tom McGuire

Felicia Niven

Eric Reich

Martin Radzieta

Danielle Fox

Mike Klein

5:05 pm – Call to order/Opening prayer/Minutes approved

5:10 pm – Suggestion box – May girls wear the boys' uniform tie? The board expressed views on both sides of the issue, and ultimately decided that it was time for a uniform review. Parents could be asked for feedback on the current uniform. The faculty/staff also should be consulted. Principal McGuire suggested that a committee may be formed to address this for next school year.

5:15 pm – Principal's Report

- a. **Re-registration** – Over 75 students have re-registered (97 as of today, 4/9/19). We will be placing a greater focus on student recruitment. The budget goal is 206 students, including PreK.
- b. **Ad Campaign** - We have begun an ad campaign, where we are varying the ad with some creative themes, e.g. "March Madness" (referring to the waiving of the PreK registration fee in March).
- c. **New Clubs and Activities** – The Gardening Club begins this month, led by Ms. Votta. Students will be making bottle gardens and learning about, and helping with, the school STREAM Garden. Principal McGuire continues to look for new opportunities for clubs and activities. One future club may focus on martial arts.
- d. **Post-Summit** – Principal McGuire shared possibilities for the new logo for Strategic Plan 2025. The board agreed on the value of having a logo to "brand" the initiative, and provided input. Felicia presented sample survey questions to follow up on the Summit, to be sent to all BMRCs parents/guardians. The board offered feedback.
- e. **Safety and Security Projects** – Principal McGuire discussed three recent projects, made possible by the enhancement in state security funding. Funds were used to repair an area of concrete at the front of the school. They also were used to install keypads in the remainder of classroom doors and common area rooms. Finally, the funds paid for curtains for the inside classroom windows.
- f. **Parish Presence** – In order to strengthen our communications with our four sending Parishes, BMRCs is in the midst of appointing a parent representative for each Parish. That individual will ensure that school news is in the Bulletin, and on Facebook if applicable. Jamie Mulholland offered to be the liaison for St. Joseph Church. Anita McMahan is the liaison for St. Maximilian Kolbe. Martin Radzieta offered to do a spot check on St. Brendan the Navigator.
- g. **Board Member Fundraising** – Discussion was held about whether board members should pay to participate on the board or alternately raise that money in donations, as a form of assessment. The consensus was that while the Lay Advisory Board members are not adverse to the idea, parents who are already paying tuition and volunteering their time might balk at it. The board

discussed alternatives, such as parents paying unless they volunteered their time. The preferred option from the group was to include an annual assessment on the tuition bill.

#### 6 pm - New Business

- a. Fundraising in general – Principal McGuire shared that PATH fundraising is down, and that the school will need to look to other sources of income. The board discussed outreach to alumni and their parents. They also suggested that a wish list may help in fundraising, as folks are more likely to give for a specific project or item. The board also suggested including more of the small fundraisers, such as Yankee Candle, that used to be popular.
- b. PATH Assessment – The board discussed including a \$200 or \$250 PATH Assessment for all families, as a way to offset the reduced fundraising by PATH. They suggested that it be billed with tuition, and that families may “work down the amount” by volunteering. Once they reached the \$200 or \$250 worth of time, they receive a credit on next year’s tuition bill. Families of graduating 8<sup>th</sup> graders would forfeit the credit and it would become a donation to the school.
- c. PreK Parent Feedback – Principal McGuire shared that there were some concerns from parents who questioned the curriculum and teachers’ credentials in our PreK. They were considering pulling their children for a more traditional, structured environment. The board had not heard any conversation regarding this topic. They suggested doing a PreK survey to identify whether this is a widespread concern. They asked that we review the PreK Progress Report to see if the school is communicating the curriculum effectively, and regularly, to parents.
- d. Basketball Games - Martin Radzieta brought up the fact that visiting teams are often waiting in the front area because the gym doors are locked. This causes issues with students roaming, as well as creating an unwelcoming first impression for our visitors. He asked if the doors could be opened for earlier games next year. Principal McGuire noted that the office staff has been expanded until 5:30 pm, and may be able to open the doors for the visiting teams.

#### 6:18 pm – Next meeting

The next meeting at the school will be Tues., April 9, from 5 p.m. to 6 p.m.

#### 6:20 pm – Closing prayer and adjournment