

MATER DOLOROSA SCHOOL BOARD MEETING MINUTES

PARISH OFFICE

December 9, 2008 - 6:30P.M.

Attendees: Stan Czerwiec, Iwona Boruch, Helen Domurat, Philip Nevue, Patrick Consedine, Sr. Corinne Gurka, Peter Stasz, Nyles Courchesne

Absent: Mitchell Koziol, Fr. Alex Cymerman, Joann Wauczinski, Bethaney Healy, Jackie Glasheen

A. Stan called the meeting to order for 6:30 pm and Sr. Corinne led us in the Opening Prayer

B. No Minutes from November 18 to review.

C. School Administrative Officer Update - Sr. Corinne

- a. School News/Information- Parent Teacher conferences were held. Faculty Christmas Party held at Yankee Pedler.
- b. Diocesan Information and Correspondence - N/A
- c. Status of Requirements for Accreditation - N/A
- d. Enrollment Status 2008/2009 - N/A
- e. Status of FACTS - Progress with this program is fantastic. Only 3 families are behind in payments. One family was removed and is paying on their own schedule.

D. Pastor's Update: Fr. Alex was not able to attend but did provide a small report which was read by the Chairperson.

- School Budget/Financial Update - Fr. Alex reports that all expenses are current and it is substantially due to the very positive effect of the FACTS PROGRAM.
- Bank Account Balances - Reviewed
- After School Program - Revenue collected in this program is currently used to cover the salaries of this staff, Fr. introduced the idea that, with any additional money's collected to be rolled over to a School Tuition Account.

E. Committee Updates

- Building - Phil - Nothing to report
- PTO – Not available due to Bethany being absent
- Marketing – Nyles – Reported that the Marketing Committee met and has narrowed the number of projects for this year to 2. Increase Enrollment and Raise

Money for Advertising. After school programs such as boy & girl scouts, drama, junior choir have developed. He looked at St. Stan's and Blessed Sacrament schools website and compared to us, we have it all. The school open house is January 25, 2009. The marketing committee is looking to make items available with the Mater Dolorosa School logo for sale by adding a flyer into the packet for new students. Also to make these items available at all school functions and bazaars and summer festival. They will also gear up in time for next Christmas. They are requesting seed money of \$2000-2500. This money would be returned from the sale of merchandise. This also includes money for advertising for the school open house. Stan will meet with Fr. Alex to secure the money.

- Annual Fund – Stan reported that \$9060.10 has been collected which is ahead of 2007 fund raising. The goal for 2008 is \$15,000.

F. Old Business

G. New Business

a. Stan reported on the meeting with Chartwell Food Service. Fr. Alex, Sr. Corinne, Stan and Mitch met with the head of Chartwell. He will send a representative to the school to observe our process and will meet again to clarify the services. A contract will not be signed until all our concerns are cleared up.

b. Stan reported that Sr. Andrea Ciszewski, FSSJ, was nominated for the Pope Pius X award for outstanding service to our Parish Religious Education Program. The award will be presented by the Bishop on December 10th.

c. Patrick Consedine expressed concern at the number of cigarette butts on the ground in front of the parish center after the weekly bingo. He is looking for the custodian or group to clean up the front of the door. Sr. Corinne also said that the leaves caused a problem with closing the entrance to the park door. Patrick said that maybe a Community Service Club of 7th & 8th graders could do some of the cleaning. Stan stated that with Mr. Zieja out of work since May, there is only Robert left to do the work. He does need help. Stan will address this with Fr. Alex to find a resolution.

H. Anything

I. Next Meeting – January 13, 2009 @ 6:30 p.m.

J. Sr. Corinne led us in closing prayer. Meeting Adjourned at 7:30pm

Respectfully Submitted, Stan Czerwiec