



ST. MICHAEL'S SCHOOL ADVISORY BOARD

Minutes of the Meeting

April 13, 2010

- The April School Advisory Board meeting was held in the St. Michael's Parish Center; it came to order at 7:30 P.M and began with a prayer offered by Father McGovern.
- Attendance: Present at the meeting were Fr. McGovern, Sandy Miragliotta, Margaret Augustine, Mary Christensen, Sharon McGee, Frank Reilly, John McCann and Bob Puhak.
- Remarks on the March Open Meeting:
 - The showing was good with about 12-15 parents attending.
 - The method of creating class lists was brought up. The principal pointed out that the selection process for class makeup is random. There is no conscious effort to create classes with particular attributes. There is no "smart class."
 - Middle States: The MSA will be returning to St. Michael's for their three-year check on our Action Plan and results. This is a follow-up to the 7-year recertification that took place in 2008. (St. Michael's is fully accredited by the Middle State Association Commission on Elementary Schools.)
 - The parent-teacher conference policy was addressed. Currently, it is the option of the parents to schedule a conference after the progress reports are distributed - they are given a form to schedule a meeting if they so desire. It was suggested that perhaps conferences could be scheduled for all children and then attendance would be up to the parent. Alternatively, parents may be asked to pick up the progress reports in person. More discussion on this topic is pending.
- Vision: Fr. McGovern proposed that the Board create a *Vision Statement* for the school. The goals would be long-term. The statement would guide the Board's actions.

Definition of a Vision Statement: A vision statement takes into account the current status of the school (as-is) and serves to point the direction of where the school wishes to go (to-be). As a means of setting a primary goal to which the school aspires, the vision statement provides a strong focus for the school's mission.

More discussion on this is pending.
- TerraNova Testing: Scores for the most recent round of testing will soon be available. The Board, with the help of the Principal, is contemplating how the test results can be further leveraged (currently, results are used, among other things, to make teachers aware of students' strengths and weaknesses) to enable continuous improvement at St. Michael's, perhaps through the development of individualized plans and closer achievement tracking. Even though there is a general sense among Board members that academics are strong at SMS, they feel there is always room for improvement.

- Professional Development: It was suggested that a more structured program of religious and academic certification as well as continuing education with incentives and goals be implemented. Budget needs to be appropriated for this.
- Marketing: To better understand the value proposition of St. Michael's and its delivery, it was suggested that we should conduct exit surveys of those who decide to leave the school. Families move on from St. Michael's for various reasons - new job, finances, relocation, etc... - and the Board feels it would be valuable to know why, in case there is something the school can do to increase overall retention. The Board considers every St. Michael's child and family a valuable asset to the school community and wants to do everything it can to keep them satisfied with the work of the school.
- Status of 2010-11 Registration: The Board requested that the principal provide the current numbers of 2010-11 academic year registrants by grade. As of April 14, the number of St. Michael's school registrants for the 2010-11 academic year is encouraging. The school is just a few students short of matching this year's school enrollment and, based on the history of the registration process, the administration expects to reach or exceed this year's enrollment by the time school reopens in September.

SMS enrollment for the 2010-11 academic year (as of April 14, 2010)

Class	2009-2010	2010-2011	Increase/ Decrease
PK3 AM	5	6	
PK3 Full Day	7	6	
PK4 AM	16	6	
PK4 Full Day	18	14	
Kindergarten	44	48	
Grade 1	31	39	
Grade 2	31	28	
Grade 3	33	29	
Grade 4	20	32	
Grade 5	34	17	
Grade 6	24	34	
Grade 7	25	24	
Grade 8	29	25	
TOTAL	317	308	-2.8%

- Anti-Bullying: Fr. McGovern and the Board expressed to the Principal their support for continuing the anti-bullying program. It is a problem that no school is immune to.
- The next meeting of the SAB will be May 4, 2010 in the Parish Center. The closed section of that meeting will begin at 7:00PM; the open section will follow immediately at 7:30PM. All school parents, guardians and St. Michael's parishioners are invited to attend.
- The meeting was adjourned at 8:35PM.