

October 9, 2002 Minutes  
St. Gregory the Great school Advisory Board

The Advisory Board met on 10/9/2002 in the PFC at 7:05. Present at the meeting were Mark Geyman, Barb Mastroianni, Chuck Brown, John Amantea, Lucy Iemmelo, and Tom Dowd. Absent were Bob Hostoffer, Greg Stuart, and Fr. Peyton. A motion to proceed out of order was requested by John Amantea to discuss the Junior High curriculum in consideration of the teachers.

The Junior High curriculum was discussed. Questions regarding Internet use, safeguards to detect and avoid plagiarism were discussed. A discussion of composition progress from outline, to paragraph development to research papers with references was also had. The need to balance extracurricular activities with studies, time management, and social aspects of teenagers was also discussed.

Tom Dowd inquired whether the school play interferes with studies. The teachers believe each child can handle certain aspects, however, overall students seem exhausted with the play and other sporting activities during the spring quarters of 7<sup>th</sup> and 8<sup>th</sup> grades.

The Board discussed revisiting the extracurricular policy to insure proper focus on students is reinforced by school policy.

The Board also discussed the success of Junior High curriculum and the need to convey that success to the parents and committee. Discussed featuring students of St. Gregory at area high schools' honor rolls, discussed fact that 1/3 of students score above average on the ITBS test.

The teachers suggested that Junior High students and teachers need parental support for schoolwork load and assistance with child's development of time management skills.

The Board proceeded to the minutes. The minutes of the 10/1/2002 science committee were approved, as were the minutes of the executive session on 10/3/2002.

The minutes of the 9/12/2002 were discussed. A correction was made regarding the fact that the school has a petty cash account. The correction involves the school's use of the funds. The new procedure involves making a request to the Rectory in order to document the use of the fund however; the school maintains the account and has access to the account. A further correction involved the language regarding the use of the PFC for the science lab.

A written principal's report was offered and incorporated into the minutes by reference. (See appended Exhibit A).

Lucy Iemmelo added that the ITBS test scores were in and her preliminary review show good results. The final tabulation of the test results will be shared with the Board at a future meeting.

Tom Dowd volunteered to chair an extracurricular policy committee. Chuck Brown will circulate the current extracurricular policy to members.

Greg Stuart emailed Mark Geyman an update on the endowment activity. The emailed report is incorporated in the minutes by referral (see appended Exhibit B).

Lucy Iemmelo suggested a marketing plan be developed to assist the school and the endowment fund. Chuck Brown offered the assistance of his wife's firm, Brown Flynn Communications to assist with the development of a plan. John Amantea also volunteered to assist with that effort.

Amendment I was signed by all members and a copy was circulated to all members.

The Board also discussed the tuition policy. Lucy agreed to provide the past letter and policy for the next meeting so the Board could review and amend the present policy.

John Amantea volunteered to chair a communication/dissemination of information committee to enhance and promote communications and messages regarding the school and its successes.

As a matter of new business, Barb Mastroianni inquired about absent board members and Mark Geyman agreed to address the issue with each member to encourage their continued support and involvement.

The meeting concluded with a prayer at 9:00 p.m.

Respectfully submitted,

Chuck Brown