

Consultative Board



Meeting Minutes

January 13, 2011

A meeting of the Consultative Board (the "Board") of St. Matthew Catholic School was held at St. Matthew's on Thursday, January 13, 2011 at 7:00 p.m.

1. Attendance and Quorum

Present at the meeting were: Bev Viotti, Jen Sabo, Jeff Lowenstein, Glen French, Angela Polk, Steve Sirianni, Jim Walsh, Rob Winters, Diane Honey, David Wall, Mike Catanzarita, Father McGuire, Tyler Brewer, Angela Caltagirone, Mary Jane Avalos, Shelley Goldberg, Amy King, Dave Lancaster, Ann Olsen, Mark Costigan, Joan Claybrook.

2. Opening Prayer

Father McGuire opened the meeting with a prayer.

3. Father McGuire's Report

Parish Council Meeting this week. Two big issues discussed: the Gym Project and how we can engage the new parents in the Gym Project (in connection with the upcoming Open House); Tony Villanueva will be directing the February 20, 2013 150th Anniversary of the St. Matthew's Parish.

4. Principal's Report (Bev Viotti)

- a. Iowa Test Results. Mrs. Viotti reviewed the verbal test scores. The students performed above grade level in all categories.
- b. Essay Contest Winner.
Anthony Turner won \$300 in an essay contest. St. Matt's students have entered several other essay contests and Mrs. Viotti will report any additional winners.
- c. High School Placement Test.
Eighth graders took the HSPT last week.
- d. Classroom Observation.
Mrs. Sabo responded to inquiries from the Board regarding Classroom Observation time. Mrs. Sabo and Mrs. Viotti are frequently in the classrooms (unannounced) observing. There is one formal observation each year which is required by the Archdiocese, which is accompanied by formal feedback to the teachers. For the first time this year, teachers are required to submit weekly lesson plans, which are very detailed and include Archdiocese standards. The Board expressed the importance of teacher observation and that the parent community is not aware the reported level of observation is occurring. Jeff Lowenstein suggested the Administration communicate this to the parents.

5. Gym Update. (Joel Wine)

Status/Update. The School/Parish has submitted a very detailed application, which addresses many of the issues identified in the initial application. The Gym Project team is seeking to form a larger committee to work on all aspects of this project over the next 6-8 months.

6. Update on the Budget Process (Jim Walsh)

Jim Walsh reported that he has been working with Jim Shea on the 2011-2012 School budget. A detailed discussion was postponed until the February Board Meeting when the Board will have additional information from the Parish Finance Council regarding budget issues.

7. Survey Update (Rob Winters)

Rob Winters reports that assistance is needed from the Board with regard to the Survey. He and Jeff Lowenstein request that Board members come forward to volunteer to lead the Survey project or participate in the Survey project

8. Bridge the Gap Update

To date, the School has received donations totaling approximately \$29,000 and is slated to receive an additional \$4,000 in matching funds. Total donations, including matching funds, are \$33,723.

9:13 meeting adjourned.

Next meeting February 10, 2011

Angela Polk, Secretary of the Meeting