

Consultative Board



Meeting Minutes

February 10, 2011

A meeting of the Consultative Board (the "Board") of St. Matthew Catholic School was held at St. Matthew's on Thursday, February 10, 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, Jim Walsh, Diane Honey, David Wall, Mike Catanzarita, Father McGuire, Angela Caltagirone, Shelley Goldberg, Mark Costigan, Joan Claybrook, Ross Meyercord.

2. Opening Prayer

Father McGuire opened the meeting with a prayer.

3. Principal's Report (Bev Viotti)

- a. Eighth Grade Assembly Speeches. The annual tradition of each eighth grade student preparing and presenting a speech to the student body regarding his or her experience at St. Matthews has begun. Several students present their speeches on Tuesdays at the weekly Assembly.
- b. Mouse Squad.
The Mouse Squad is now in session. The after-school, hands-on technology program has been very popular, with more students signing up than can be accommodated. The Program is very well regarded in the Bay Area and nationwide and teaches students how computers are assembled and how they work with an ultimate goal of having students be able to troubleshoot technological problems for themselves and the greater student body.
- c. SMART Board Upgrade.
An upgrade has been installed which allows video broadcast to all SMART Boards from a single location (Library).
- d. Kindergarten Screening/Enrollment.
Kindergarten screening will begin next week.

4. Gym Project Update. (Glen French, Jeff Lowenstein, Jim Walsh, Father McGuire)

The Gym Project is slated for presentation to the San Mateo City Planning Commission this Spring. The Committee of parents, Administration, and consultants dedicated to the project is planning to publicize the project with the School community.

5. Budget Process/Update. (Jim Walsh/Mike Catanzarita)

- a. Jim Walsh presented a tally of the fundraising events year-to-date, including total amounts raised for each event.
- b. Jim Walsh and Mike Catanzarita provided an overall review of the proposed budget for 2011-12.

6. Bridge the Gap Update (Mark Costigan)

Mark Costigan provided an update on Bridge the Gap.

7. Survey Update (David Wall)

David Wall asked for comments and suggestions on the two survey documents he circulated prior to the Meeting. The Board engaged in discussion of survey format and a decision was made to use the Word Doc format which is similar to the prior survey.

8. Annual Report Update (Shelley Goldberg)

Shelley Goldberg met with Angela Polk and Amy King to outline the second Annual Report. The Board approved a list of proposed topics for the Annual Report.

9:27 meeting adjourned.
Next meeting March 10, 2011

Angela Polk, Secretary of the Meeting