

PAC 2017-2018 Kick Off MEETING MINUTES  
08/10/17

**Attendees:** Catie Montagna, Sister Margaret, Father Jay, Mr. Gannon, Jody Grzywinski, Melanie Kilmer, Jerry Joyce, Kevin O'Reilly, Cindy Bershig, Kelly Slattery, Tammy Martin Kosier

Father Jay opened the meeting with a prayer.

**Secretary's Report –**

Review, request for additions/changes and Approval of the Minutes. Carrie motioned. Catie seconded. All approved.

**Treasurer's Report –**

- Melanie reported on the budget. Both Melanie and Rebecca reviewed the budget for the upcoming year.
- Mr. Gannon to get final quote for white boards and money will come from checking or the Fall Extravaganza to cover the expense.
- PAC gave school \$10,000 for technology. \$150 for Dad's Day event was added.
- \$6,000 in checking and \$10,000 in savings. Dues will be \$2,800 which will pad checking.
- Kelly requested to list the balances on the financial report.
- Carrie motioned to approve the budget. Jody seconded. All approved.

**Booster's Report –**

- Catie read email from Megan. New structure in Boosters. Will be having a Boosters Group. Coordinators for each sport. Sharon coordinating volleyball. Dan Slattery Soccer. Anthony Montagna basketball.
- No longer to use Blue Sombrero.
- There are Three CYO volleyball teams.
- Pre-K through 3 Grade Soccer is Middlefield Recreation and 4-8 CYO

**Principal's/Vice Principal's Report –**

- Sister Margaret Reported The theme this year is "God's Love Never Ends" and song "All the People say Amen"
- As of August 10<sup>th</sup> there were 203 students registered Pre-School through 8<sup>th</sup> Grade.
- Staff adjustments. Mrs. Fear will be Pre 4s and heading the Step-Up Quality Accreditation Program. Mrs. Bozanski will be Pre 3 with Mrs. Whitely Assisting. Mrs. Melanie Joyce 6<sup>th</sup> Grade. Shannon Hollowell, Computer. Ms. Amanda Houlihan, Music. Sister Bernadette, Religion and Office. Sister Regina, Head Librarian and Head Tutor.
- Mr. Gannon reported Dad's Day a success.
- Improvements over the summer were: Library leaned and organized by Sr. Regina; Class rooms painted; Kitchen cleaned, painted and reorganized; floors and carpets, cleaned; new laminator purchased.

**Faculty Report -**

- Mr. Gannon reported re: first meeting held for the Healthier Children, Healthy Learners project.
- Teachers attended Phonics Dance, K, 1 and Reading Tutors
- Staff instructed in the new MAP standardized testing and are working on incorporating

- The Technology is 1-1 learning environment in Grades 3-8 now with the 25 new Dell computers
- Purchased an Interactive Projector and is piloting in his room. As technology continues to be updated, will replace with those vs. Smart/Active boards if pilot goes as anticipated. The new smart board went to Mrs. Charmley at her request.
- Looking forward to the In-service next week for Professional Development and Integration of Technology and Faculty Spiritual Retreat before school begins.
- K-2 have iPads and a new Cart
- Tech Committee is mapping out plan for updating and staying up to date with technology. Members of Tech committee are: Mr. Gannon, Rep from CGB, Mrs. Yokulis, Sister Margaret, and Faculty members. Carrie suggested adding replacement/updating of Tech in the budget.
- Cindy suggested adding a "New Teacher/Staff" bio as faculty changes and adjusts to notify families of staff changes. Perhaps in Newsletter?
- Mandatory Parent Meeting this year to go back to the Joint Meeting with all parents and break outs to Grades after to go over new MAP testing structure and other all school items together.
- St. Helen was one of two \$10,000 grants awarded from the Catholic Credit Union. The other school was our Sister School St. Francis.
- The Challenge Grant is just about matched with \$19,000 and \$4,000 from \_\_\_\_\_ to match the \$25,000 donation from Pat Preston.
- Mr. Preston to come to the school on the first day and Representatives from the Diocese and Credit Union at the first mass to award the respective checks.
- Carrie proposed a Grant Committee to help identify and write for grants.
- There are 10 new families registering this year with 32 new students.

#### **President's Report –**

- Catie reported that new families will be contacted by PAC members to have any questions answered.
- Movie Night is August 25<sup>th</sup> and the movie selected was Finding Nemo. Catie and her husband to coordinate the equipment.
- Catie spoke about format of Mandatory Parent Meeting again. Also, to be discussed in the Joint is Introduction of staff and PAC, New Boosters Organization, Fall Extravaganza. Flyers for the Ski Club and Health Initiative.
- Discussed Social Media for PAC and School. Jerry suggested a student led newsletter?
- Kelly clarified Room Parents responsibilities and she is to by her discretion use the money allotted based on requests. Kelly and Sister Margaret to go over the birthday requests for teachers together

#### **Father Jay's Report –**

- Parish is excited about school starting as well and new changes
- Announced new RCIA Evangelization and Discipleship Coordinator
- Lesley Linsky is the new Parish Secretary and she is developing an automated Server and Ministers program
- He thanked Sister Margaret and Mr. Gannon for coordinating the technology efforts

Next Meeting will be September 21, 2017.

Father Jay closed the meeting with a prayer.