

**St. Elizabeth School  
School Advisory Board Minutes  
(Draft for Approval)**

**March 20, 2017**

Attendees: Board Members

Mrs. Karen Lewis, Principal

Rev. James Weiner, Pastor

TJ Sullivan                      Ellen Mahoney

Stephen Bommer              Joseph Tweed

Antoinette Gillespie

Steve Napolitano              Cathy Corbett

Ivan Arteaga

**7:10 Closed Session** (notes taken)

**8:20 Regular Meeting opened**

**CATHY CORBETT: Opening Prayer**

**TJ SULLIVAN: Welcoming remarks**

Please read over minutes from the February 6<sup>th</sup> meeting.

Motion to approve minutes, Ellen Mahoney, second Joe Tweed, all in favor, opposed (none), no changes, minutes approved.

**IVAN ARTEAGA: Finance report**

Most of the information in closed session report distributed by Principal Lewis was covered in detail. Nothing unusual or too far off from last month. Cash flow a little behind and there are some expenses trailing.

**KAREN LEWIS: School report**

Projected enrollment completed. 192 currently registered. 222 possible to be enrolled including pre-school; given large 8<sup>th</sup> grade class leaving and light numbers for pre-k 3 (11), pre-k 4 (12), and kindergarten (15). Another open house is scheduled.

Postcards coming in to be placed at the back of local churches.

SES advertisement made the local Wyckoff Magazine, at a cost, but was followed by pages and pages of an article written on the local public schools.

CC: Kindergarten numbers need to be increased.

JT: Swim club poster or something local to help get the word out.

KL: Baptism letters not yet out.

CC: Need to get a list of the recent years baptismal candidates and a personal contact from a board or school family member.

TJS: Volunteered to get the baptismal lists from Lisa at the parish center.

**STEPHEN BOMMER: Facilities**

Nothing to report.

KL: New doors for gym, preschool, and basement ordered.

Film for the remaining large windows ordered.

Bell and buzzer system for playground door scheduled.

**TJ SULLIVAN: Marketing**

Marketing plans continue, including open house.

Video on website available.

Wyckoff Magazine ad (see above)

**ANTOINETTE GILLESPIE: HSA Report**

Minutes of 3/7 meeting in Brown Envelope

Sal Lauretta night made \$3,000., thank you.

The GALA made \$154,000., THANK YOU to all that helped and participated.

There is an additional Gala night out open to all. The Nerds will be playing April 27<sup>th</sup> at Shannon Rose. \$50. per ticket. Drinks and food available for purchase.

HSA will be putting out a survey for all of their events.

**FR. JIM WEINER: Parish Report**

Trying to hold off on a major boiler repair for a couple more weeks, to get through this season.

Heating system will be upgraded over the "off season" with a new boiler installed.

Finance meeting in April. Parish trying to exit the capital campaign of the archdiocese, Living Stones. Possible use, with permission of money raised to update the existing parish center.

No need to build new structure as plans were never submitted to the town. Additional campaign for Newark out there, as is improvements needed for church building.

Discussion followed.

NEW BUSINESS: None

PARENT COMMUNITY: No questions received, no one attended.

**CATHY CORBETT: Closing prayer**

Adjourned 9:10 pm

Next meeting TBD