

**Joint Meeting of  
School Advisory Board (SAB) &  
Home and School Executive Board (HSEB)**

*Meeting Minutes*

*September 4, 2019*

Call to Order: 8:00 pm

Present: K. Cocozzella M. Randles, C. Gallagher, V. DeOliva, J. Convey, D. Cobo, A. Chicas Georges, E. Prant, K. Donodeo, D. Bykowski, J. DeMoya, A. Santos, T. Barczy, S. Roman, J. Baratian, M. Giron, J. Auchmoody, M. Clark, A. Loudermilk, S. Passarinho, G. Donnelly, L. Davidson, N. Abreu, M. Cogliandolo

Agenda

1. Prayer
2. Welcome and Introductions
  - a. Individual introductions around the table were shared
3. Prayer Sign-Ups (and notetaking sign-ups for SAB)
  - a. Check to make sure name and contact info is correct
  - b. Everyone was asked to sign-up to lead one meeting's prayer
4. Contact sheet
  - a. See above
5. Roles of SAB and HSEB
  - a. SAB
    - i. Works with administration to make decisions for school
    - ii. Implements school strategic plan
      1. Catholic identity
      2. Last year was first year strategic plan was complete
      3. This year SAB will work ironing out challenges
    - iii. Research and make proposals to administration
  - b. HSEB
    - i. Make sure events are running
    - ii. Help to keep our community engaged
    - iii. Build faith with one another
    - iv. Fun and fundraising events

- v. This year we will identify what has worked well and what we want to improve

## 6. Expectations

### a. Attendance

- i. It's important that we are all present at all meetings to the best of our ability
- ii. Meetings will be at 7pm after today

### b. Confidentiality

- i. Matters discussed at meetings need to remain confidential until they are ready to be shared with the whole community

### c. Support

- i. It's important to come together as a SAB and HSEB committee when decisions are made
  - 1. Helps to keep moral high within school community and prevents division
  - 2. Even if you may have personal feelings that are in opposition to a board decision it is important to support the group decisions made

## 7. Taboo Topics

### a. Personnel

- i. SAB and HSEB are not the place to discuss personnel concerns

### b. Avoid being a liaison for a specific family/issue that is not your own

- i. Encourage that person/family to see administration

## 8. Goals for the 2019-2020 school year

### a. SAB

- i. Strategic plan is in place
- ii. SAB will keep focusing on Strategic plan goals

### b. HSEB

- i. Examine community events
  - 1. Look for opportunities to refresh and improve programming
- ii. Look at structure of HSEB
  - 1. Strengthen the organization and structure of HSEB
  - 2. Define roles

## 9. Thanks from Ms. Coccozzella

- a. Appreciates all board members giving of their time and talent to take on these roles

10. Next Meetings:

- a. SAB- Sept. 25th 7pm
- b. HSEB- Oct 2<sup>nd</sup> 7pm

11. Open Items

- a. Enrichment Sign up information shared
- b. School website concern
  - i. Icons and words are not always visible and sometimes overlap

12. Prayer of Cornelia Connelly