

Our Lady of Victory, Advisory Council Meeting

Tuesday October 16, 2018

4:30 pm
Media Room

Attendees: George Wilkerson, David Smith, Peter Foglesong, Andrea Jones, Donna Brodowski, Jose Belleno, Virginia Hernandez,

Non-Attendees: Ruth Connelly, Nana Boakye, and Patricia Glover

Minutes

1. Welcome and Introductions

- David Smith, (Chairperson), called the meeting to order at 4:32 pm.
- David Smith stated that in future meetings the goal would be to start and end on time with the goal of keeping meetings to 1 ½ hours or less.
- George Wilkerson, (Principal) lead the council in opening prayer.

2. Review and Approve September Meeting Minutes

- a. Council approved September meeting minutes, agreed to post minutes on schools website.
- b. David Smith recommended in the future that meeting minutes will be finalized and approved via email and included in the meeting packet. All present agreed.
- c. David Smith raised question about how much detail needs to be shared on the website.
- d. Mr. Wilkerson stated he would find out what best practices were on what to share, in the meantime committee agreed to share minutes and that other committee reports would be available upon request.

3. Review structure of Meetings and Subcommittee reports

- a. David Smith reviewed the structure of future meetings and discussed how subcommittee reports will be created and shared prior to meeting.
- b. Subcommittee reports will be reviewed and questioned as needed at each meeting and will serve as working documents for subcommittees.
- c. Peter Foglesong stated he will create and share an editable PDF template for all the subcommittee reports.

4. Principal's Report

- a. Mr. Wilkerson discussed the information below in his principal's report.
- b. Ms. Shupenus was recognized by Faculty and Staff as this year's Archbishop Honoree.

- c. Soccer team finished as runners-up in PAC tournament, Open gym for basketball begins this week.
- d. In-Service at BT Oct 3-5, Mass recognized service of OLV staff
 - 1. Ms. Nardozza-15yrs
 - 2. Ms. Hawkins- 25yrs,
 - 3. Teachers and admin participated in breakout sessions focusing on engagement, technology integration, and more.
- e. Upcoming Celebrations
 - 1. Prayer Service- Oct 22-St. Matthew
 - 2. Mass Nov 1- All Saints Day
 - 3. Veterans Days Prayer Service- Nov 13
 - 4. IGiveCatholic Mass- Nov 27-1:30-Fr. Henry-St. George
- f. Upcoming Important Dates
 - 1. Oct 18-19- Principals Retreat
 - 2. Oct 18- Report Cards to go home
 - 3. Oct 19- Conference Day
 - 4. Oct 22-26- Red Ribbon Week
 - 5. Oct 24- 8th Grade Shadow Day OLM
 - 6. Oct 25- Picture Retake Day
 - 7. Oct 26- Trunk or Treat 3:00
 - 8. Oct 26- OLV hosting Deanery Meeting

5. Questions/ Concerns from Principals Report/New Business

- a. Jose Beleno asked if teachers and staff have adequately been trained on RenWeb. Mr. Wilkerson responded yes and that teachers should be entering grades in a timely fashion. If this is not happening Mr. Wilkerson encouraged communication with the teacher first and if problem continues to address it with him.
- b. Multiple council members mentioned the communication for upcoming parent/teacher conference day was not as effective as it could have been. Mr. Wilkerson agreed and explained the school will revisit how we plan and coordinate conference day in the future.
- c. Another council member voiced concern about the date of conference day. Peter Foglesong stated he has seen the school try multiple different dates and formats and suggested the school try this format for a while before making adjustments to allow for feedback from all parents.
- d. Mr. Wilkerson briefly discussed the facilities committee, stating that the school would update its technology plan and he also mentioned Title IV funds and explained how that money is being allocated.
- e. Virginia Hernandez mentioned the public relations committee has some research and ideas for marketing. She will share that with Mr. Wilkerson so he can discuss this with Dir. of Marketing Brian Dooling when he visits school on Oct 31 at 9:30.

6. Next Meeting

November 13 4:30 pm.

Adjournment

David Smith thanked everyone for their attendance and adjourned the meeting at 5:42 pm. David Smith lead council in closing prayer

Minutes recorded and submitted by George Wilkerson 10-17-18