

St. John Vianney Home & School Association
General Membership Meeting
Wednesday, September 21, 2011
Draft

Present:

Executive Board Members: Laury Post, Heather Druley, Jill Pasqua, Anne Chiu

Advisors: Karen Price

Ex Officio Members: Pam Pyzyk

Committee Chairs & Members: Gina Tegge, Janet Fisher, Martha Connelly, Christine Keyes, Clare Lange, Cami Adel, Amy DiPiazza, Amy Durst, Alejandra Martinez, Marita Walters, Mary Cunniff, Halligan Czarnecki, Katie Gilson, Amy Lodes.

The meeting was called to order at 9:30 a.m. after an opening prayer.

Meeting Minutes – Anne Chiu

- Minutes from the August meeting were reviewed and approved.

Treasurer's Report – Jill Pasqua

- The July and August Treasurer's Reports were reviewed and approved.
- Excess Revenues over expenses = \$(5,677.36).
- Key revenue for months of July and August – Gym Uniforms, Market Day, Milk Caps, Teacher Gift/Sunshine, and Uniform ReSale.
- Key expenses for months of July and August - Book Fair, Textbooks, BIDS projects, Secret Santa Shop, SpiritWear, Teacher Luncheon.
- Cash on Hand as of 8/31/2011 is \$55,504.52. Unrestricted Funds available as of 8/31/11 is \$49,568.90. (Cash on Hand less approved and pending items).

Chairperson's Report – Laury Post

- We have received a volunteer for the office of Vice-Chairperson, Heather Druley. Laury nominated Heather, Halligan Czarnecki seconded and it was voted on and approved by all H&S members present. Congratulations Heather!
- We are 'going green' with the meeting minutes. We are going to print less copies for distribution at the H&S meetings. From now on they will be available on-line or Laury can print out a copy for those interested in a hard copy.

Principal's Report – Pam Pyzyk

- Pam's report is contained at the end of these minutes.

Scrip – Martha Connelly

- We're off to a great start. 170 orders so far; up from 70 at this time last year. We'll continue to focus on exposure and education, especially for Christian Formation families. They are able to apply dollars earned to their CF fees. The use of gift cards was discussed. We can use profit to generate more profits. On Orientation Day, we sold out of gift cards. Perhaps we should also have them available at conferences. Christine Keyes showed a clutch that's used to keep track of all your gift cards.

Market Day – Janet Fisher

- Market Day's Lifestyle Brochure was available for viewing and several items from the catalog were on display. Brochures will be available to all families through school mail. They have exclusive items, of high quality, and a wide variety. Items arrive with your November order. We will need extra

volunteers on November 14 to accommodate these extra orders. SJV gets 53% of the profit on all the lifestyle orders from this catalog. There are also more items available online.

- We do have a child care volunteer for October and the number of overall volunteers thus far has been great...let's keep it up!

School Board Liason's Report – *Karen Price*

- There are two types of yard signs; green with lettering and a white with a photo. The green ones are available in-house, and Kim Tallmudge has the white ones. If you'd like one please contact her. With the possible closing of Hillside, it's important to get the word out that SJV offers 4K.
- Pam plans on attending the next Mothers and More meeting and will offer tours for those interested.
- School Board minutes are available on line. If you have suggestions on anything, please forward it to the appropriate member of the Board.
- They are also looking for some more volunteers for the Long Range Planning committee. Susan Koehn is the chairperson; please contact her if interested. Some of the things they do include meeting with current high school freshmen to ask if they feel SJV prepared them appropriately.

Pizza Bash – *Amy DiPiazza*

- We had 414 people pre-register this year; 50-60 walk-ins. We needed more adult volunteers. There were 17 pizzas left over. Marty's really tries to accurately gauge how many we need, so we are left wondering if people are not eating as much, or not eating at all.
- Discussion focused on what we can do to improve the event and get more attendance. Should we change it to a non-pizza event? The numbers have dropped significantly the last few years. The committee is going to toss around a few ideas for next year and revisit the issue again at a later date.

Twinning – *Alejandra Martinez*

- Alejandra reported that the new Prince of Peace contact will be announced next week.
- We discussed ways of incorporating more 'shared' events. Can we invite the POP children to our play? Or perhaps form sports teams that play against each other?
- Possible joint service projects were discussed. It also may be nice to roll out the buddy program to the entire school, not just certain grades. Perhaps our children's letters to their POP buddy should be written in Spanish.

Teacher Luncheon – *Cami Adel*

- We had to turn away donations this time! We did end up with extra food. Next time we need to find a way to get a more specific head count. Cami is planning on using Evite also.
- High Interest Day is scheduled for April 27. In the past we've also had teacher luncheon and ordered pizza. Some HID volunteers do not know they can participate or simply don't have enough time to stay for lunch. We discussed moving that teacher luncheon to a non-HID. Then on HID, which will only be a ½ day this year, we could provide snacks instead. That will also free up some Teacher Luncheon budget dollars.
- There is a teacher luncheon on December 16.

New Business

- Christine Keyes brought up an idea for the emergency phone chain. Pam would record a message, and it automatically goes out to every school family. If it gets a busy signal it tries again until it's successful. It can be programmed to go to home or cell phones. It's 9 cents/call. Other systems were also discussed...DSHA uses a text message system. Christine will talk to Anne Brown about it.
- Martha Connelly asked if we should get an additional gift for Mrs. Arena given her extra workload in the interim. If you have ideas please forward to Laury Post. The parents from her class are also planning on doing something special.

Upcoming Events to be aware of:

Oct. 3	Market Day
Oct. 8	Trivia Night
Oct. 13/14	Teacher Convention: No School
Oct. 28	11:30 dismissal

Next Meeting: Wednesday, October 19, 2011 at 7:00 p.m.

The meeting was adjourned at 9:30 a.m. following a closing prayer.

Respectfully submitted,

**Anne Chiu
Secretary**

Principal's Report:

- **Enrollment Update:**

- Two tours were given the first week of school as parents were attempting to make their final decision as to whether or not they wanted their 8th graders to remain at the public school or switch to SJV. They did not transfer to SJV. Tours was given to a prospective K5 student's family for the 2012-13 school year.
- Currently we have 467 students.
- We currently have one open K4 spot in the afternoon session.

- **Dr. Kathleen Cepelka, Superintendent of the Archdiocese of Milwaukee**

At our faculty meeting on Tuesday, September 6th, Dr. Kathleen Cepelka addressed our school staff and presented the "Legacy and Mission of Catholic Education." Having Dr. Cepelka present was part of our S.T.A.F.F. plan (Schools, Theology And Faith Formation) and we were extremely appreciative that she was willing to do so. Dr. Cepelka went through the legacy of Catholic education and then went through the St. John Vianney mission statement and goals providing the opportunity for discussion and reflection. It was a wonderful way to begin the school year as we focused on the purpose and mission of our school. This was also helpful as the policy committee begins the process of updating our mission statement. At our October 4th faculty meeting, Fr. Phillip Bogacki will be offering an in-service for teachers on the Third Edition of the Roman Missal. This will be a very broad sweep of the four training sessions that Fr. Ken and Fr. Phillip have been holding, but with a special focus for teachers for teaching the students about the word changes come November 27th.

- **Secure Entrance**

All school doors continue to remain locked throughout the day. We continue to request that all visitors enter the building only through our main entrance. By ringing the doorbell, parents and guests are able to obtain entrance into the building. Unfortunately, as we buzz visitors in, guests cannot hear or detect that the lock has been released. We are working to correct this issue.

- **Area High Schools Make Presentations**

Fall is that time of the year when area high schools approach St. John Vianney School and request permission to present their school to our seventh and eighth grade students. On Monday, September 12, Marquette University High School and Divine Savior, Holy Angels both made presentations and extended the invitation for our students to attend their upcoming Open House Events and participate in a student shadow experience.

On September 21st, Pius High School will be making their presentation at our school.

- **Learning Support Leadership Team**

St. John Vianney School participated in a training offered at Cardinal Stritch on August 2nd and 3rd which focused on establishing a Learning Support Leadership Teams in Catholic schools. The members of the SJV Learning Support team include: Courtney Albright, Gerise Grzeszczak, Kathy Andreucci, Jill Fischer, Deborah Schroeder and Pam Pyzyk. Catholic schools will continue to strive to meet the special needs of their students. Those needs may be remedial needs or challenging gifted students. The SJV learning support team identified common assessment pieces that were used during the first two weeks of this school year. The data obtained is being analyzed to better identify the range of needs that must be accommodated in our school. Primarily at this point in time, we are focusing on those students that fell below the minimum benchmark indicating that they should receive reading intervention. The Learning Support Team is also reviewing and updating Student Educational Action Plans. Through accurate documentation and record keeping we will be able to consistently identify intervention strategies that were successful for individual students.

- **Annual Stewardship Campaign**

Each fall, the Stewardship Committee develops and facilitates the parish's annual Stewardship Campaign. This includes development of a campaign theme, compilation of the parish's annual report and campaign materials to encourage pledges of financial support and ministry commitments for the upcoming calendar year. This year's theme is *Responding in Love*. We were asked to provide 3-5 highlights from our area from the past fiscal year and ensure that efforts to the parish strategic plan were represented. This information was due Monday, September 12 to Nancy Seidl Nelson. The campaign

packets will be mailed on October 26th. There will be stewardship homilies on October 29th and 30th. Commitment Weekend is scheduled for November 12 and 13th.

- Open K4 Teaching Position at SJV

On Friday evening, August 26th, Mrs. Janice Averkamp informed me that she would be leaving St. John Vianney School to accept a full time teaching position with another school district. We posted this opening on the Archdiocese of Milwaukee website. This posting remains open through September 19th. A search committee has been formed and interviews will begin during the week of September 19th. We would like to fill this position with a qualified candidate as soon as possible. During the interim period, Mrs. Nancy Arena, our morning K4 teacher has graciously agreed to teach both sessions of our four year old kindergarten. We are blessed that she will be sharing her talents with all of our K4 students. Mrs. Arena will also work to provide a smooth transition for our students when the new afternoon K4 teacher is hired.

- Facility Evaluation

The archdiocese of Milwaukee is conducting an extensive evaluation of the Catholic school facilities in the archdiocese. I was required to complete a rather lengthy survey indicating recent updates and renovations as well as immediate and long range facility concerns. On Friday, September 2nd, Laura Schroeder arrived to do a facility walk through with Larry Reihbrandt. She was collecting documentation similar to that requested in the survey. With the need for regionalism for many of the Catholic schools in our diocese, they are looking to have current information in regard to the state of each of the facilities.

- Upcoming Meetings/Events:

September 21 st	Home and School Meeting
September 22 nd	Archdiocese of Milwaukee Area Administrative Meeting 9:00 AM-Noon
September 23 rd	Finance Committee Meeting 7:00 AM
September 27 th	Collaboration Meetings
	Advancement Committee Meeting 6:30 PM
September 29 th	Pastoral Staff Meeting
September 30 th	Policy Committee 7:00 AM "Mission Statement"