

School Board Meeting 2/15/10

Members in attendance - Steve Siy, Eileen Carter, Karen Coon, Peter Goodman, Tim Flanner, Jean Wright, Matt Fricker, Jim Swiderski, Larry Francione, John Gatto and (Teacher Representative) Sue Schmitt

Members Absent – Christine Keyes and Mary Cunniff

Visitors – Kathy Cavalco, Beth DeGuire & Ronn Blaha

1. Opening Prayer – Common Leadership Night in church
2. Reflection
3. Open Forum - No one requested time to speak during Open Forum.
4. Liaison Reports
 - a. Home & School – Steve read from report forwarded by Christine & Mary.
 - i. December Home & School meeting cancelled due to snow. January meeting held on 1/20/10. New Vice president is Karen Price. Taking over VP responsibilities immediately and will be president next school year. Terri & Michelle have begun Bids preparations.
 - ii. Catholic Schools Week went well. Teachers defeated the 8th graders in the Volleyball match for the first time in a long time.
 - iii. Bingo for Books was successful. Estimated amount raised is approximately \$9,000.00. Part of that was a \$2,000.00 donation. Faculty members were great and added a lot to the festive feeling of the event.
 - b. Faculty Liaison – Sue Schmitt reported. Teachers are discussing changes to the Middle School calendar and other issues.
 - c. Parish Council – Larry reported. Parish Council met on January 11, 2010.
 - i. Discussion of finalized discernment process for the 2010 – 2011 Parish fiscal year. Committees to make presentation of what they do at various Mass during the coming weeks.
 - ii. Parish Budget discussed. Tough financial situation, as stewardship is down. Can expect downsize of Parish budget and other budgets.
 - iii. Faith in Our future only made 72% of goal, so in process of assessing how to distribute money among the items initially targeted for receipt of those funds. Parish Council asking for input from the 6 Standing Committees, but will finalize redistribution at Parish Council meeting following Common Leadership gathering at conclusion of meetings tonight. Renovations to School and Parish Center came in about \$250,000.00 over estimated amount of \$500,000.00. Will keep the \$200,000.00 targeted for the Mission Trip fund, and will reduce the donation to Prince of Peace to \$30,000.00. Organ will be donated by an outside source, so no longer on list of Faith in Our Future funds.
5. President's report – Steve reported.

- a. Our first Graduate Survey Night is set for 2/16. Have about 30% return on written surveys sent out in advance and expect about that number of students to attend pizza night tomorrow. General observations are that students do express a feeling of insufficient preparation in Language Arts. Don't feel as though they were given enough reading analysis, and grammar preparation was lacking. Most feel that students should be given more homework in Middle School to prepare for High School. Steve will prepare an analysis of the responses by school and topic area.
 - b. Discernment changes sent out previously, and School board assigned to weekend of 3/13 & 3/14 to make presentation to Parish on what we do. Need volunteers. Volunteers as follows: 3/13 - 4:30 Mass – Tim Flanner; 3/14 – 7:30 – Jim Swiderski; 3/14 – 9:00 – Matt Fricker; 3/14 – 11:00 – Tim Flanner; 3/14 – 5:00 – Karen Coon. Will give a 1 or 2 minute description of what School Board does.
6. Principal's report – Jayme sent report by email previously.

December Events:

- 5K Christmas plays were adorable, well attended and appreciated by all who came. It is amazing how well those kids can remember their lines.
- The school families sponsored approximately 7 POP families for Christmas, Toys for Tots and a Mitten Tree were also options for some of the families, and 3N and 8S grocery shopped for the Pop Food Pantry for families at POP who needed help feeding their families during the two week recess.
- The Christmas Concerts were very well done. Mr. Z, Mrs. Gesiorek and Mrs. Lueneberg with the cooperation of the classroom teachers lead a great performance by all.
- The MS Advent Project of raising money for the purchase of a well in Africa in conjunction with the POP Fourth grade class was a huge success. The MS students have requested to continue the work and held a bake sale during CSW Open House as well.
- The MS fieldtrip to the Bethlehem Marketplace and roller skating was a huge hit and a great way to begin the holidays.

January Events:

- The Geography Bee and SJV Spelling Bees were held the week of January 4th. The grade level winners of the Spelling Bee went on to the district sponsored bee at CMHS on January 29th. Maddie Keyes the SJV Spelling Bee winner will go onto the regional bee in February.
- The 4K Open House occurred on January 13th at 9am and 6pm. Several families came to find out about our great program.
- DARE graduation was held on January 14th in the AM. Local dignitaries and parents attended to congratulate our students.
- Steve Siy and I attended the Archbishops Dinner on January 14th at Marquette University which raised money for marketing efforts in the Archdiocese.
- 4K Pancake for Pops and Pizza for Pops occurred during January which is a great way for kids to connect with their dads and share their life at school with them.

- On January 26th Father Phil, Dawn VanDorff and I went to all of the classrooms to perform the Epiphany blessing.
- CSW was a huge success. Thanks to the committee for all of their hard work.
- February 8th was the 100th day of school!

7. Committee Reports

- a. Advancement – Eileen reported.
 - i. 4K Open House went well. The number attending seemed low, but the number of families on the waiting list is about the same as in past years.
 - ii. St. Mary's Elm Grove approached her about how we do marketing and advancement. She met with representatives from St. Mary's and explained how our committee operates and what we do to market the school.
 - iii. Has looked into options for purchasing signage which can be displayed outside the building which lets people know that we have openings in some grades. City regulations do not make this cost prohibitive. Will obtain additional information and report further at a future meeting.
- b. Development – Jean reported. She is working on a Parent Information form which will help to identify parents who are employed by companies which have a matching program into which we may be able to tap for additional donations.
- c. Finance – Pete reported. Committee met 1/6 to pull together and finalize our preliminary budget. Obstacles are that Parish costs being pushed down to School and Stewardship is down, so working with smaller number as our portion of the Parish budget. Pete, Jayme, & Steve met with Jim Hessling & Fr. Ken to present our situation and to discuss ways to minimize the tuition increase. Need to keep it as low as possible, but under present budget constraints, it will be a challenge to keep it below double digit increase.
- d. Long Range Planning – Tim reported. Sent out questionnaire asking for suggestions on areas of concern to be included in survey. Will meet on 2/16 to discuss the results and to begin process of ascertain best method and areas of concern to include in survey.
- e. Policy – Karen reported. School Board Guidelines almost complete. A few issues left to resolve, especially need description of Home & School as the only committee which is under the authority of School Board. Will work on that and have Guidelines for final approval for next meeting on March 15, 2010. Next Policy meeting set for 2/19.

8. New Business

- a. Strategic Plan for Parish. Group meeting on 3/2/2010 to begin process of assessment. Parish Council asking for 6 volunteers from each Standing Committee to attend on 3/2 from 6:30 – 8:00. School Board will send Jayme, Steve, Jim, Matt, Jean & Karen
- b. Security for the K4 classroom. Jim Swiderski approached by parent who is concerned that the K4 classroom is not locked during the school day. Concern is that access to room isn't controlled during the day. Suggested key pad access for parents and staff. Will include security issue in the Survey.

- c. Procedure for reporting student injuries. Jim Swiderski made aware of a student who sustained a bump to the head during school day. Health room volunteer did not notify parents because student reported that was not necessary. Lunch room helper called parent, who then came and took student home. Discussion of present reporting rules was had. Concluded that we will recommend that Health room volunteers be told that all head injuries should be reported to student's parents or guardians, regardless of nature of injury or student's assurances that there is not a need to do so. Policy committee will discuss and report on conclusion.
 - d. Piano lessons during day. Jayme has been approached by a parent that wishes to offer piano lessons during school day, much like band and string lessons offered presently. Issues- time for students being taken from classes or from recess or specials. Should we add another elective that removes students from classrooms? Band & strings are different in that best way to learn is to participate in the group experience, piano doesn't have that feature. We have a vested interest in success of Band & Strings programs. This would be similar to the program this parent presently offers at St. Mary's Elm Grove. Consensus is that we should decline the offer at this time.
9. Old Business – Middle School Listening Session – Board members shared their interpretation of those issues about which parents were most concerned. Schedule of Middle School, math minutes too little, and religion minutes are too many; need for continuing dialog on Middle School, especially with regard to schedule; many expressed desire to have classes split by ability for math; problem with no time allotted between classes for changing books, etc., parents present expressed feeling that issue of Math minutes not being sufficiently addressed at this point, that their concerns are not being given sufficient respect; faculty not excited by present schedule ; several options being looked at; not excited about separating students by ability for math; looking at several changes which may address a good share of these issues; not enough communication from Administration on areas of concern and what is being done by whom to address and implement changes to the Middle School.
10. Announcements – None
11. Return to Parish Hall for Secretary reports and fellowship
12. Refreshments and Fellowship
13. Next School Board meeting – March 15, 2010 @ 6:30 p.m.