

Ss. Peter and Paul Catholic School Board Meeting

Meeting Minutes
Monday, August 1, 2011

A. Call Meeting to Order

Members present: Lisa Buchheit, Chris Janson, Mary Mueller, Tara Busch, Rose Lehmann, Cathy Pfeil, Julia Pluff, Ken Gibbs, Jennifer Urish, Fr. Osang Idagbo, and Fr. Dale Maxfield.

The regular meeting of the SPPCS School Board was called to order at 7:05 p.m. on August 1st in Mrs. Beth Lyons' classroom.

B. Opening Prayer

The opening prayer was led by Fr. Osang.

C. Approval of Agenda & Minutes

Agenda was approved with the modification that the update on the Capital Campaign by guest Mike McManus would be postponed to another meeting. Mr. McManus was unable to attend this meeting. Julia Pluff motioned to approve the agenda and Cathy Pfeil seconded the motion.

Minutes were approved after one adjustment was identified. Under Principal's Items, in Section C, it should read Top 20 Teens.

D. Election of Officers for 2011-2012 School Year

Chris Janson agreed to continue as President and Julia Pluff agreed to continue as Vice President for the 2011-2012 school year. Mary Mueller agreed to take on the role of Secretary. All officers were approved unanimously.

E. Committee / Strategic Plan Updates

A. Catholic Identity - Cathy Pfeil reported the Boys Town and Top 20 Teens programs being implemented will further strengthen the strategy of maintaining high standards of respect. Each classroom and other areas of the school exhibit and display appropriate symbols and leaders of the Catholic Church. A parishioner plans to purchase a cross for the gym in memoriam of a family member. The term "Catholic" has been incorporated into the name of

the school. Suggestions to further spirituality include Fr. Osang's idea to include biographies of Saint Peter and Saint Paul in each classroom and ringing the school bell at noon to pause and reflect for a minute. Coaches of athletic teams participate in the Win the Prize Diocesan formation program. Expectations of coaches are addressed. Lisa Buchheit will check on the status of coaches' participation for the upcoming school year.

B. Educational - Postponed

C. Advancement/Development/Fundraising - Sarah Krebel, Tara Busch & Mary Mueller - No formal report. Suggestion was made to report the amount per family saved in tuition cost by revenue received from fundraisers. There was a discussion about if a number of volunteer hours or specified monetary amount should be required by parents each school year. No decision was made. Chris Janson will continue as the representative to the Service Committee. A task to complete in the upcoming months is an evaluation of each school fundraiser with recommendation of continuance, modification, or elimination.

D. Leadership and Governance - Chris Janson called attention to a review of sections of the Strategic Plan.

F. President's Items

Bingo - Chris Janson indicated the Finance Committee previously requested development of bylaws for the Bingo Committee. Bylaws were drafted and are awaiting final review and feedback from various groups, i.e. Finance Committee, Pastoral Council. The Finance Committee has suggested for the Bingo Committee to become a sub-committee of the School Board and report directly to the School Board instead of to the Finance Committee. Jennifer Urish is the School Board's new representative to the Finance Committee. Jennifer will continue bingo's financial reporting monthly at Finance meetings. Further discussion will take place to firm up the reporting mechanisms. Following is the bingo report for the 4th quarter:

\$7,400 revenue

\$4,440 given to school (half of amount to school will be used to remodel the gym stage, i.e. painting, new curtains)

G. Principal's Items

- A. 2011-2012 Calendar: Calendar and student handbook are available on the school website. A few scheduling changes were agreed to:
- Beginning of the school year open house will be moved up one hour to 6:00 p.m. to accommodate mass for the Feast of the Ascension at 7:00 p.m.
 - September School Board meeting moves from Labor Day to Tuesday, September 6 and April School Board meeting moves from April 2 to April 16
- B. Summary of Boys Town program and training details: Training for faculty and staff is a full day on August 11.
- C. Top 20 Teens training details: To share the expense of someone from the program in Minnesota providing training, the training program will be combined with other schools and will be scheduled at a later time.
- D. Early Learning Center update: Enrollment is on target with budgeted numbers.
- E. Early Learning Center playground: Splintered railroad ties have been removed. Little Tykes equipment has been ordered and will be installed.
- F. Enrollment Update: 299 students are registered in K-8 for the 2011-2012 school year; 313 was budgeted. Three families left consisting of eight students - seven moved and one transferred to Waterloo public. Three new families have come to SPPCS consisting of seven students in 1st-8th grades. There are 27 kindergarten students registered. Last year's graduating 8th grade class consisted of 34 students.
- G. Miscellaneous: Budget considerations for the future - The current 7th grade class is large in comparison to most of the younger grade classes which are in the upper 20s. Currently the parish subsidy is 42-44%. Can it be increased? Mandatory school fundraisers for families must be enforced.

Window air conditioning units are needed to be replaced in three classrooms. Donations of units are sought.

H. Standing Reports

Parish Council - Tara Busch: Tara distributed minutes from the Pastoral Council meeting to keep School Board members informed of activity at the PC level. Kevin Edwards is the new Trustee. Regarding the Capital Campaign, the corner house will be purchased and demolished along with the house alongside of it next to the school. A groundbreaking ceremony is targeted for September.

Finance Council: Jennifer Urish is the new School Board representative to the Finance Council. No additional report other than items mentioned previously during the meeting.

I. Closing Comments

Scheduled updates at the September School Board meeting are Enrollment (Linette Hermanns), Staffing (Suzan Knese), Athletics (Rose Lehmann), and Educational (Julia Pluff and Jennifer Garner).

The next regular school board meeting will be held Tuesday, September 6th at 7:00 pm in the computer lab.

Adjournment at 9:00 p.m. by Chris Janson. The Capital Campaign Prayer was recited by Chris as the Closing Prayer.