

**Saints Peter and Paul Regional Catholic School Council Meeting
Minutes
January 25, 2012
6:00 p.m.**

Attendees:

St. Paul—Bill Barr, Sr. Clara Fehringer
St. Peter—Candace James
St. Luke—Kristi Adams, Charlotte Webb
St. Peter Claver—Greg D’Angelo, James Weathers
Pax Christi—
Holy Spirit—
At large—Connie Carr
Chaplain—Fr. John List
Development director—Jeanne Miller
Principals—Cathy Cybriwsky, Sr. Mary Karen Bahlmann
Faculty/staff—Brian Minton, Kayleigh Puttman, Debbie Cambron
PTO—Mary Wethington

Absent:

Sonya Morris, Joan Jahnige, Tom Rolfes, Melissa Rasmussen, Alan Parrish

Guests:

Shannon Burkholder, Darin Carr

Call to Order and Opening Prayer

The meeting of the Sts. Peter and Paul Regional Catholic School (SPPS) council was called to order at 6:14 p.m. by Bill Barr, chair, after determination that a quorum was present.

The opening prayer was led by Fr. List.

Approval of November 2011 Meeting Minutes

A motion was made by Greg D’Angelo to approve the minutes of the November 2011 council meeting. Motion seconded by Connie Carr and approved unanimously.

Resignation of Council Member

Sr. Clara made a motion to accept the resignation of Jennifer Annis as an at-large council member. Motion seconded by Candace James and approved unanimously. There was

brief discussion regarding this now vacant at-large position, and it was decided that council members will attempt to contact individuals suggested to fill the position.

Report Regarding New Website

Darin Carr led the council through an exploration of the new school website, sppslex.org, which will be launched soon. This website's capabilities were enthusiastically received by the group, and the group thanked Mr. Carr and his family for their efforts.

Principal's Report

Ms. Cybriwsky presented the principal's report.

-Accreditation: SPPS has been granted an additional year to complete the process, and teachers continue working on their assignments. The accreditation process at the ECC has not yet begun, but the intention is to complete paperwork over the summer, finalize strategic plans in early fall, and have onsite visit in fall.

-Philosophy and Mission: Mrs. Cambron distributed handouts tonight, and discussion will take place at the February 2012 council meeting.

-Governance and Finance: Jane Wilkins is working as bookkeeper on Mondays and Fridays, and she is working very efficiently to help get SPPS caught up. All accounts have been reconciled and all outstanding bills and debt service are paid. An accurate financial report should be ready before the February 2012 council meeting.

Ms. Cybriwsky and Sr. Clara explained the parking lot money collection and distribution, and both commended Ed (the attendant) on his hard work and dependability!

Art supplies will be financed with ink cartridges.

-Plant and Facilities: Water line break has been submitted to insurance carrier, and Dc. Wakefield has added it to the list of problems from the construction project. Heating problems in classrooms have been fixed. Ms. Cybriwsky wants to outfit the maintenance staff with tools, and brief discussion ensued about how to go about this.

-Administration and Staffing: Formal observations and conferences with each teacher are ongoing, and everything observed thus far is commendable.

-Curriculum: A set of geometry books will be purchased (for those who have completed algebra) along with class set of To Kill a Mockingbird (8th grade). Consistency across the entire K-8 curriculum areas will be evaluated. Three teachers are attending a seminar on using technology during instruction.

-Instructional Improvement Plan: Second round of MAP testing is underway. Each novel read in each grade level will be reviewed, so that no duplication is occurring and to ensure that students are being exposed to quality literature.

-School Climate and Community: *Seussical* was a huge success! Real Life Radio will broadcast on February 3 from 3-5:00 at SPPS (during Catholic Schools' Week). There was an SPPS float in the Lexington Christmas parade. Science Fair brought many community members as judges; Alltech had 6 employees judging. The middle school students took advantage of the Triangle Park ice skating rink during PE classes. SPPS is hosting the elementary district Governor's Cup.

-Co-Curricular Programs, Student Services and Special Programs: Summer camp will occur, and Connie Carr plans to oversee the programming. Both campuses, including Little Angels, will be closed before school starts, August 6-10. The robotics team is competing, and Chris Franklin will continue his work with the group next year. Want to ensure that all sports coaches are VIRTUS trained, that all students are capable physically before playing a sport, and want to ensure safety of students and that Catholic identity is not compromised (by players and coaches).

-Enrollment: Currently 476. There is an open house planned for February 14.

-Catholic Identity: The Advent prayer service was very moving. An Epiphany mass was held. Catholic Schools' Week is next week.

Committee Reports

Financial Accountability: Bill Barr reports that Superintendent Weaver indicates that all bills have been paid, payroll has been met, and there is money in the bank. The diocese is delightfully surprised with the SPPS financial situation. Supt. Weaver plans to attend the next council meeting and the next executive committee meeting (2/14/12).

Development: Jeanne Miller reported that an annual fund drive is underway. Approximately \$3500 was raised in December. The quarterly Eagle Report will be sent soon to parents, grandparents, and donors. Grandparents' Day is planned for November 9. The alumni database is being filled.

Facilities: No report this month. See principal's report.

Fine Arts: Members of this committee and the SPPS community visited Lincoln Elementary in Louisville, a public arts-integrated school. Suggestions for SPPS include developing common planning times for regular education and arts teachers, offering more electives including choir, and developing more arts interdisciplinary units school wide. Furthermore, committee members would like to see a monthly arts newsletter at SPPS, collaboration opportunities for teachers, and would like to invite regular education

teachers to serve on the fine arts committee and to visit the next arts integrated school chosen. Moving toward arts integration, suggestions include site visit to Fort Thomas Highlands in Fort Thomas, KY; strategic plan development with targets, deadlines and goals with many stakeholders involved in developing and implementing; curriculum alignment with NEA standard; after school and summer enrichment opportunities expanded; needs assessment for equipment and materials completed by teachers. Future goals include outreach opportunities, partnering with local arts and educational venues, and talent show.

Technology: No report this month. Darin Carr led attendees through demonstration of new website.

Catholic Identity: Dc. Weathers suggested continuing to list the Catholic Identity items in the principal's report. Calendars were sent to each classroom.

Health, Wellness and Fitness: Greg D'Angelo reported that his committee is looking at adopting the DOTS program in the SPPS cafeteria, which will provide nutritional education. There has been no response yet from Catholic Mutual, so the epinephrine pens have not yet been ordered.

Fundraising: This committee is to meet following tonight's council meeting.

Communications and Marketing: Connie Carr reported that this committee will meet on the first Tuesday of each month at the main campus at 1:00. The mission statement is being developed. Plans include notes of congratulations to families following births, baptisms, etc; information about SPPS in each parish bulletin; re-design of the school website; Mail Chimp for Kids' Mail; advertising in niche publications; promotional video. Connie Carr will be taking over Kids' Mail next year.

Other Reports

PTO: Mary Wethington reported that St. Nicholas parties were held in December for the 2-year-olds through 3rd graders. Wish lists submitted by teachers have been mostly filled by parents (not by PTO budget). Organized pot lucks will be held for teachers and staff during Catholic Schools' Week. An Epiphany party was sponsored by PTO for the staff at Horse and Barrel.

Kayleigh Puttman reported that parent questionnaires will be going home to ECC parents soon.

New Business

There was discussion regarding the need for procedures and policies for sports teams, including whether or not physical exams will be required as well as the need for parent permission slips, insurance riders, and an athletic director. The executive committee has suggested that the Health and Wellness committee address these issues.

Other Business

The next executive committee meeting is February 14, 2012 at 8:00 a.m. at SPPS.
The next council meeting is February 29, 2012 at 6:00 p.m. at SPPS. (This is a change from regular fourth Wednesday of the month, since February 22 is Ash Wednesday.)

Bill Barr invited all in attendance to attend "Cooks for a Cause" on February 3, 2012 at God's Pantry. This event will raise awareness for God's Pantry and is hosted by Debra Hensley.

Mardi Gras invitations are in the mail. Mardi Gras is February 18, 2012 at SPPS.

Adjournment

There being no further business, the meeting was adjourned at 8:26 p.m.

Respectfully submitted,

Kristi Adams
Secretary