

## **Saints Peter and Paul School**

### **Advisory Council Minutes**

**March 28, 2012, 6:00 p.m.**

Meeting was called to order at 6:08 p.m. Tim Weaver began the meeting with a prayer. Meeting agenda was revised by chair, Bill Barr, in order to include financial report by Tim Weaver and Tim Asbridge.

**Financial Report:** Tim Weaver requested continuing the endeavors of the financial committee with four members. Candace James agreed to serve as time permitted. Tim Asbridge presented profit and loss statements and balance sheet and stated the collection of money on two campuses continues to be an issue, as well as processing cash payments on both campuses. Promise statements will continue to gain accuracy. We are currently at a \$258,000 debt. Improvements have already occurred with the hiring of a bookkeeper who is now in the school on a daily basis. Mr. Barr stated he hopes since the statement has been made not to increase tuition and we are accepting tuition checks for 2012-13, we should still honor this, even though we are in a deficit situation. Council members commenting on this agreed with Mr. Barr. Mr. Barr mentioned issues of operating cost and lack of profit and collection with ECC. Mr. Asbridge also agreed ECC is more problematic financially than the main campus. Ms. Cybriwsky stated "Little Angels" will increase daycare fees. She has organized a committee to review ECC policies and analyze ECC as a business model. Mr. Asbridge stated the difference between operational and deficit shortfalls. Also, he reinforced the need for improvements in the facility such as technology and safety.

**Development Report:** Jeanne Miller stated the capital fund will consist of \$70,000 for each fiscal year, July 1-June 30.

**Principal Report:** Cathy Cybriwski provided an ECC update, stating five candidates have been interviewed for ECC director. \$35,000 is average price in area for preschool directors. Ms. Cybriwski has teacher comments from ECC who have provided insight on current status of the ECC, both organizationally and safety wise. Discussion led to key swipes for entry of ECC and cameras for non-speaking infant rooms. Mr. Barr inquired as to when we would have a follow-up meeting with our ECC families. Follow-up meeting was set for Thursday, April 19, 6:30 p.m. at the ECC.

**Other:** Brian Minton will receive a stipend for serving as athletic director at SPPS. Calendar approved for 2012-13 and is available on web site.

**Facilities Report/Health & Wellness:** Mr. Barr reported Risk Management approved Epi-pens for SPPS hallways.

**Communications/Marketing:** Connie Carr reported summer camp will take place at both campuses May 29-August 3. She will serve as coordinator. Weekly themes based on children's books with art and

additional activities will be incorporated. Price will be \$120 per week for SPPS students, and \$150 per week for non-SPPS students. Extra care will be provided for an additional \$60, and camp theme will be "Living through Literacy."

**Fine Arts:** Candace James reported a team from SPPS is set to visit Fort Thomas Highlands on April 17.

Meeting adjourned to closed session at 7:18 p.m.

Submitted by Candace James.