

**Saints Peter and Paul Regional Catholic School Council Meeting
Minutes
November 30, 2011
6:00 p.m.**

Attendees:

St. Paul—Sr. Clara Fehringer, Bill Barr
St. Peter—Candace James
St. Peter Claver—James Weathers, Greg D'Angelo
St. Luke—Charlotte Webb, Kristi Adams
Pax Christi—Sonya Morris, Joan Jahnige
Holy Spirit—
At large—Jennifer Annis
Chaplain—Fr. John List
Faculty/staff—Kayleigh Puttman, Jeanne Miller (development director), Debbie
Cambron
Principal—Cathy Cybriwsky
PTO—Mary Wethington
Guest—Jessica Sharpe

Absent:

Melissa Rasmussen, Connie Carr, Tom Rolfes, Alan Parrish

Call to Order and Opening Prayer

The meeting of the Sts. Peter and Paul Regional Catholic School (SPPS) council was called to order at 6:07 p.m. by Bill Barr, chairperson, after determination that a quorum was present. The opening prayer was led by Sr. Clara.

Approval of October 2011 Meeting Minutes

A motion was made by Candace James to approve the October 2011 meeting minutes. Motion seconded by Greg D'Angelo and approved unanimously.

Principal's Report

Ms. Cybriwsky presented the principal's report.

Governance/Finance: Profits from fundraisers will be reported in Kids' Mail when the information is available. There is no bookkeeper on site yet. There are two interviews for the position scheduled for December 2.

Curriculum: MAP testing reports have been received. The primary test scores are not valid and will be re-submitted. Everyday Math and Simple Solutions programs are being evaluated.

Fine Arts: On December 5, Ms. Cybriwsky, Cindy Russell and others from the fine arts committee will be visiting Lincoln Elementary School in Louisville. This is a K-5 integrated arts school. Anyone interested is invited to visit too.

School Climate and Community: The Barnes and Noble fundraiser was a huge success. Hundreds of SPPS families attended. An open house is scheduled for both campuses on December 6. The diocesan-wide middle school dance will be held at SPPS on December 2.

Co-curricular activities: *Seussical* will be presented January 13 and 14, 2012. Academic and math teams are competing. Twenty-eight students from SPPS will attend KYA on December 8 and 9.

There are 42 students at SPPS with identified special needs; this number includes those receiving speech therapy. Meetings with faculty, staff and parents will be upcoming. Ms. Cybriwsky is considering attending an NCEA conference on special needs; long-term plans for special needs students at SPPS are being developed.

Enrollment is 491.

Catholic Identity: Penance services are to be held this week. There will be Feast of St. Nicholas parties.

Administration and Staffing: About one-third of middle school students have opted to drop Spanish and are participating in study hall instead.

Brief discussion ensued about how to communicate school issues to parents, and various suggestions included town hall meetings, open houses. Ms. Cybriwsky suggested that partner parishes be informed when students demonstrate behavior problems.

Building and Rentals: Paul and Margie Purdon of Purdon Rentals will be partnering with SPPS after the holidays. Basketball games at SPPS will be held on Saturdays until 2:00 p.m., so as not to coincide with St. Paul Saturday afternoon mass.

Early Childhood Center: Kayleigh Puttman reported that the Kindergarten classes participated in noon mass on November 10. Report cards went home November 18. The pre-school Christmas parties are scheduled for December 14. Parent-teacher conferences are planned for pre-school and Kindergarten families. Staff are researching successful curriculums and assessments for 2012-13. One substitute has been hired for the Little Angels program. A wish list has been distributed by the PTO representative. Total ECC enrollment is 163 (included in total SPPS enrollment above). Child care council membership has been approved. ECC concerns and ideas include a 2012-13 handbook, which will

address wait list fee, biting policy, health/illness policy, Little Angels closing dates (one summer week?, one Christmas week?, kitchen staff schedule?).

Jeanne Miller reported that she has been asked about a Christmas program for ECC students. There was general discussion about Kindergarten families feeling “left out” of the SPPS community in general. Information on recent ECC case(s) of hand, foot and mouth disease was discussed.

Committee Reports

Financial Accountability: Bill Barr reported for Melissa Rasmussen. Goals have been developed, ensuring procedures to protect the school budget, audit of the capital campaign, general oversight of financial reports and bank statements.

Facilities: No report this month.

Development: Bill Barr and Jeanne Miller reported that this committee met on November 29. Jeanne reports that the mission of this committee is to develop donors for the school. Information will be forthcoming on an annual giving fund, which will bridge the gap between income and expenses. (There is a \$70,000 projected gap this year; definite number not yet received from diocese.)

Greg D’Angelo made a motion to approach the diocese and ask that SPPS receive \$25,000 back from any annual fund/capital campaign drive, with those monies earmarked for technology needs. Motion seconded by Candace James and approved unanimously.

This motion was then amended by Fr. List to recommend an annual fundraising goal of \$100,000 for 2011-12. This amendment to the original motion was seconded by Sonya Morris and approved unanimously.

There are plans to contact alumni and former staff of SPPS, (the old) St. Peter School, St. Paul School, St. Catharine Academy and the Latin School over the next four months.

Catholic Identity: This committee’s mission statement will be reviewed at the next meeting. Fr. List made a motion to table discussion on the hand-out distributed by Dc. Weathers and Fr. List earlier. Motion seconded by Sr. Clara and approved unanimously.

Technology: No report this month.

Marketing and Communications: No report this month.

Health and Wellness: Greg D’Angelo reported that this committee’s mission is to advise SPPS on matters of health, wellness and fitness; to ensure safety; to

enhance the educational environment; and to promote the well being of the children.

Monica Fowler, who developed the nutrition education/dining program for Fayette County Public Schools, believes a similar program will work well for a school of our size. She suggested that she and some of her upper-level human nutrition and dietetics students could teach classes on nutrition basics and how the program developed for FCPS works.

Faculty training for use of the epinephrine pens is planned for December 13, 2011 at 4:00 p.m. This committee estimates that 14 devices will be needed for both campuses. They are waiting to hear back from Catholic Mutual.

Greg D'Angelo asked for a pre-approved motion—subject to Catholic Mutual approval, medical advice from an allergist regarding dose size, and committee recommendation for placement of the devices—to purchase and install approximately fourteen Epiready dispensers at a cost of approximately \$100 each. Motion seconded by Jennifer Annis and approved unanimously.

Bill Barr commended this committee's progress.

Fundraising: Ms. Cybriwsky, Mary Wethington and Melissa Rasmussen have met. They will review and maintain fundraising records, centralize smaller scale fundraisers (Box Tops, Campbell's soup labels, etc), and will approve fundraisers in advance.

Fine Arts: Candace James reported that SPPS will apply for a teacher-in-performance (TIP) grant, and a dance instructor will be requested. There is an upcoming visit to Lincoln Elementary School. There may be after school opportunities available through a Broadway Bound program. Parents have questioned why 3rd graders will not be participating in a Christmas performance.

Bill Barr suggested that all in attendance look at power2give.org.

Other Reports

PTO: The budget is set for this school year, and two more parents are needed for the upcoming open house tours. There will be a chili dinner at the ECC on December 9. There will be a float in the Lexington Christmas parade on December 10. There will be no December PTO meeting.

Adjournment

There being no further business, the meeting was adjourned at 8:38 p.m.

Respectfully submitted,

Kristi Adams, secretary

--The executive committee will meet at 8:00 a.m. in the SPPS conference room on December 13, 2011.

--Next SPPS council meeting is Wednesday, January 25, 2012, at 6:00 p.m in the SPPS library.