

Sts Peter and Paul Regional Catholic School Council Meeting Minutes

June 3, 2013

6:00 p.m.

Attendees: Stephen Clements, Melissa Rasmussen, Sr. Clara Fehringer, Debbie Spike-Pierce, Chris Thiel, Pam Rice, Charlotte Webb, Lesley Farmer, Bill Barr, Sonya Morris, and Dcn James Weathers.

Representatives: Jeanne Miller, Candace James, Julie Kelley, and Lisa Oeltgen-Peyton

Absent: Greg D'Angelo, Kristi Adams, Dennis Bender, Fr. John List, Debbie Cambron, Jenny Parker, and Anna Martin

Call to Order and Opening Prayer

The meeting of the Sts Peter and Paul Regional Catholic School (SPPS) Council was called to order by Bill Barr, Council Chair, at 6:05 p.m. after determination that a quorum was present.

The opening prayer was led by Sr. Clara Fehringer.

BUDGET

Sts. Peter & Paul school now has a prepared budget. This budget has been fully vetted by the Diocese, school management and council leadership. Julius Capital has been hired by the Diocese to help with development on a 20-year contract. SPPS will be used as a test case in the Diocese for establishing endowments to create financial stability.

Currently there are two \$5 million bonds through the Diocese. The Diocese has taken the bond debt out of the operating budget. The school has now been charged with maintaining positive cash flow without the debt. This budget or something very close to it will be passed by the school council.

Teacher and staff contracts have been extended based on the proposed budget. This budget has zero cuts to the Fine Arts department. There will be no cuts to essential services.

Staffing

Voluntary Resignations for the 2013-14 school year

Whitney Owens (Middle School Math) is getting married and moving to Northern Kentucky

Tina Erpenbeck (Media Specialist) has accepted a position as one of the PreK 4 teachers

Paulynn Covington (Spanish)

Sarah Beach (Kindergarten) moving to Minnesota with her family

New Hires

Amanda Weiss has been hired as a new Kindergarten teacher

Re-assignments of teachers

Mrs. Karen Abrams will be a 2nd grade teacher

Ms. Donna Steffen will be a 4th grade teacher

Ms. Cybriwsky will be a 3rd grade teacher

Mr. Minton will be a Middle School math teacher

Kindergarten will be located at the Short St. Campus beginning in the Fall of 2013. They will occupy the rooms formally used at Spanish and Mrs. Harrod's 4th grade classroom. Moving Kindergarten to the Short St. Campus was to align with the recommendations of the Accreditation Board and Faustin Weber, a consultant brought in by Bishop Gainer to assess each of the Catholic schools in Lexington.

Kindergarten will not have instructional assistants for the 2013-14 school year due to lower enrollment for that grade. One of the current assistants has accepted a job as a lead Kindergarten teacher in a neighboring county. The other assistant was offered a job in another capacity at SPPS.

Current Vacancies

Technology, Spanish, Resource Specialist, Media Specialist, and Guidance Counselor

Candace James will announce physical classroom space changes at the next council meeting.

Early Childhood Campus

Little Angels

The management team has visited and talked with other STAR rated centers in the area about best practices to provide quality childcare and be fiscally responsible. We will be moving to the model of two full-time teachers in each of the Little Angel classrooms. We will hire part-time teachers to cover lunch breaks and end of day coverage. There will be some Little Angels teachers notified these changes and its impact on their positions.

Under the Little Angels program, there will be a new PreK2 program. This program will replace the Transition classroom. This class will occupy one of the classrooms formerly used by Kindergarten. It will run on the academic calendar and will have children from the Two-Year-Old class added to it throughout the year.

Preschool

The Preschool will be elevating their programs to be more competitive academically. The Preschool teachers will be:

PreK 3 – Mrs. Pam Jacob and Mrs. Peggy King

PreK 4 – Mrs. Tina Erpenbeck and Mrs. Robin Charles-Clark

Custodial Staff

At the beginning of the 2013-14 fiscal year, the custodial services will be outsourced to Coverall. SPPS is one of the last schools in the Diocese to outsource their custodial services. The staff affected by this has

been notified. This included Parker Webb, Lewis George, and Greg Oney. Remaining on staff will be Mr. Martin, Mr. Shofner, and Mr. Mitchell.

The realignment of the ECC staff and outsourcing of the custodial staff significantly reduces payroll and monies paid in benefits.

With these changes there will be no consolidation of classrooms.

There is definite room for growth in all areas.

The next phase of technology enhancements have been placed on hold for the time being. We will not be able to purchase the iPads for use by the Middle School at this time.

DEVELOPMENT

An insurance flex program will be used as a fundraiser. The Diocese will manage the policies. This will be a long-term approach to debt.

Julius Capital will not take over SPPS traditional fundraisers but will work with us to make them more profitable.

1. One of the primary goals is to increase the UK Basketball Ticket Raffle to \$75,000.
2. Eagles Wings – the SPPS tuition assistance program will be developed and managed by Jeanne Miller and Julius Capital.
3. The Annual Fund should grow to \$70,000. Julius Capital believes it should be \$100,000-\$300,000. The realistic goal is \$70,000.

The Diocese insisted that all extracurricular activities must submit a budget. All activities should pay for themselves and at a minimum, break even.

Questions

Mr. Barr opened the floor for questions regarding the budget.

Julie Kelley – We used to receive money from the Bishop's Annual Appeal. Jeanne Miller responded that the grant (AMAP) that previously provided tuition assistance was made unavailable for tuition assistance this year. No schools received money this year for tuition assistance. Mrs. Miller added that she had contacted the Diocese about the "One Faith, One Mission" program. It is not up and running yet.

Mrs. Kelley also asked what savings the school was gaining by outsourcing the custodial services. Jeanne Miller said it was close to \$30,000 per year.

Chris Thiel – What is the assessment fee line item on the budget? Mr. Barr explained the formula the diocese uses to determine the amount each school is required to pay.

A motion was made by Chris Thiel for the Council's endorsement of the budget. Motion seconded by Charlotte Webb. Motion carried unanimously.

Council member's terms

The Diocese has requested that the current Council leadership stay in place for two years.

Due to personal reasons Sonya Morris and Charlotte Webb will rotate off the council.

An ad hoc nominating committee was formed to fill these vacancies. Chris Thiel will serve as the committee chair. Pam Rice and Sr. Clara will also serve on this committee. Jeanne Miller is an ad hoc member of this committee. A report will be prepared for the next Council meeting on July 22.

Other Items

The Town Hall meeting is on June 11 at 6:00 P.M. in the Little Theatre.

How schools report to the Diocese has changed. Financial matters are reported by the president to the CFO. Curriculum and Academic matters are reported by the principal to the superintendent.

SPPS did receive its full accreditation. No deficiencies were found. The next renewal will be in four years. All recommendations have been taken very seriously i.e. moving Kindergarten to the Short St. Campus and having specials in the afternoons for the younger grades.

Parent Questions

Leslie Farmer inquired about the strategic planning goals. Who do we want to be? How do we get there? Mr. Barr replied that we were about six months from starting that process but it is part of the overall strategy in our relationship with Julius Capital.

Adjournment

There being no further business, meeting adjourned at 7:42 P.M.

Respectfully Submitted,

Connie Carr (with assistance from Jeanne Miller)