

Saint Peter's School Advisory Board Meeting 11/28/2018

Members Present: Father Kalita, Mrs. Whelan, Ms. Woo, Mrs. Santos, Mrs. Baratian, Mr. Bykowski, Mrs. Byrdy, Mr. Domally, Mrs. Giron, Mr. De La Oliva, Dr. Convey, Mrs. Songer, Mrs. Hooke

Members Absent: All Members Present

Meeting was convened at 8:09 P.M.

October 24, 2018 meeting Minutes reviewed and approved by SAB.

Principal's Report – Mrs. Whelan

1. Mrs. Whelan has been in conversation with the representative from Procure (the software company that can track the attendance of Saint Peter's Extended Day Care Program to make reporting and billing easier and more efficient).
 - a. went with higher priced package to accommodate regular registered families and drop-ins
 - i. \$1497 total package (includes family data, family accounting, attendance tracker)
 - ii. \$40/month extra for Cloud service (includes updates, tech support, portal section for parents)
2. Playground equipment repair is completed
 - a. wear and tear on several pieces needed to be replaced
 - b. swings were re-cemented into the ground for added safety

School Report – Ms. Woo

1. October 26th: Trunk or Treat had to be canceled due to inclement weather
2. October 27th: 7th and 8th graders enjoyed the Halloween Dance
3. October 29th: All faculty participated in an ADW Collaboration Day at Good Counsel.
 - a. teachers divided based on grade and subject levels
 - b. attended workshops and information sessions to enhance instruction
4. October 31st: Annual Halloween Parade
5. November 7th: Mrs. Whelan Appreciation Day – Saint Peter's School and colleagues from other schools showed their appreciation and respect for Mrs. Whelan
6. November 9th: 1st quarter Awards Ceremony
 - a. for 1st time, the school recognized 4th and 5th graders that achieved Honor Roll or Principal's List
 - b. received positive feedback from parents – good motivator for students
7. November 12th and 13th: Parent/Teacher Conferences

8. November 12-16: Parish's Annual Thanksgiving Food Drive
 - a. Pre-K – 5th grade: brought various food items
 - b. 6th – 8th grade: donated money to supplement turkey costs
9. November 19th: 6th and 7th graders attended the National Geographic Museum and visited the "Tomb of Christ" exhibit

Home and School Executive Board Report – Mrs. Songer

1. Trunk or Treat was canceled due to inclement weather conditions. Rain date also had inclement weather.
2. Gala on November 17th was a success
 - a. preliminary numbers are not available yet – still compiling data
 - b. information should be available by first week in December
3. Next big school events:
 - a. Father/Daughter Dance – January 25th
 - b. Mother/Son Dance – February 22nd
4. Security Package
 - a. Mrs. Whelan spoke with Mr. Frankowski
 - i. going through data to decide what things to implement
 - b. once the school has the final numbers raised from the Gala, it will know how to proceed with the security package
 - c. money available for security package thus far:
 - i. Raise the Paddle from the Gala (preliminary): approximately \$12,000/\$13,000
 - ii. Safety Grant: \$25,000

Blue Ribbon Update – Mrs. Whelan

1. Saint Peter's School made all the cut scores for the Blue Ribbon in Reading and Math in all grade levels
2. Although Saint Peter's School met the Blue Ribbon cut scores in Reading and Math, it is not eligible to apply this year

ADW Safety Update – Mrs. Whelan

1. Mrs. Whelan had a meeting with the ADW about safety in the schools
2. Preview of letter distributed to SAB members
3. The letter from the ADW superintendent will be coming out most likely in December
 - a. discusses the new protocol regarding ALICE
 - b. states the next steps to be taken
 - i. working with the students
 - ii. talking with the parents about the protocol

Pastor's Report – Father Kalita

1. Father Kalita does not have anything to report at this time

First Quarter Review of the School Budget (July, August, September) – Mrs. Whelan

1. Handout distributed to SAB members
2. Details regarding the school budget review will not be included in the minutes
3. Any questions and/or concerns about the budget review should be addressed directly to Mrs. Whelan

Draft of 2019-2020 Budget – Mrs. Whelan

1. Handout distributed to SAB members
2. Details regarding the budget draft will not be included in the minutes
3. Any questions and/or concerns about the budget draft should be addressed directly to Mrs. Whelan

Meeting adjourned at 9:50 P.M.

- NO SAB Meeting in December
- Next SAB Meeting January 23, 2019 at 8:00 P.M. in the Media Center
- Mrs. Byrdy will lead the prayer/discussion

Action Items for January SAB meeting:

- Catholic Identity: Teaching Mass curriculum
- Academic Excellence: Report from Makerspace workshop; Technology update
- Recruitment and Retention: Extended Day Program follow-up questions (costs, options offered, tracking system)
- Second Quarter review of the school budget (October, November, December)

Month	SAB Meeting Date	SAB member responsible for Prayer	Documents Due Date for File
October	Oct. 24 th	Mr. Bykowski	10/23
November	Nov. 28 th	Dr. Convey	11/27
December	NO MEETING	NO MEETING	NO MEETING
January	Jan. 23 rd	Mrs. Byrdy	01/22/19
February	Feb. 27 th	Mrs. Songer	02/26
March	Mar. 20 th	Mr. Domally	03/19
April	Apr. 10 th	Mrs. Hooke	04/09
May	May 22 nd	Ms. Woo	05/21
June	SAB/HSEB Joint Meeting June 5 th 7 pm offsite		