

Saint Peter's School Advisory Board Meeting 11/20/2019

Members Present:

<u> x </u> Father Kalita	<u> x </u> Mrs. Baratian	<u> x </u> Mrs. Giron (phone)
<u> x </u> Mrs. Cocozzella	<u> x </u> Mr. Bykowski	<u> x </u> Mrs. Hooke
<u> </u> Mr. Abreu	<u> x </u> Mrs. Byrdy	
<u> x </u> Ms. Gallagher	<u> x </u> Dr. Convey	
<u> x </u> Mrs. Santos	<u> x </u> Mr. De La Oliva	
<u> x </u> Mr. Loudermilk	<u> x </u> Mr. Domally	

Meeting was convened at 7:04 P.M.

The Gospel from Luke 23:35-43 was read by Dr. Convey and discussed.

Principal's Report - Mrs. Cocozzella

- Attended conference at Trinity University on 11/19/2019 on teaching with cultural competence - plan on using this for professional development with teachers at one of the faculty meetings in the near future
- Maggie Hubbard (former Director of Special Education at ADW) who now works at Notre Dame of Maryland is visiting on December 3rd to observe and see how we are doing with inclusion (particularly with our student who has Down syndrome and a few classrooms that have students with dyslexia). She has offered help at no cost to assist us with instructional strategies to address students with disabilities while still giving proper attention to other students
- Blue Ribbon application is due December 19, 2019. Preliminary report was submitted and accepted. All student scores meet cutoff for Blue Ribbon.

School Report - Ms. Gallagher

- 10/18 Muffins for Moms Celebration: Mothers came to celebrate Mass with their children, then grades K, 2, and 4 put on a Muppets themed performance for the moms. After the performance, moms went to their child's classrooms and received gifts/muffins.
- 10/18 Trunk or Treat: The annual Trunk or Treat celebration took place. Families and faculty members decorated their cars and dressed up in their Halloween costumes. Children went around to each out to "trick or treat".
- 10/25 End of the 1st Quarter
- 10/25 7th and 8th grade Halloween Dance: 8th grade moms transformed the Parish Hall with Halloween decorations. 7th and 8th grade students came ready to dance and sing in their Halloween costumes.
- 10/28 Professional Day: Faculty members attended a professional development seminar at Good Counsel.

- 10/31 Halloween: Grades K-8 had a \$1 tag day, all proceeds went to the Susan G. Komen Foundation. Grades Pk-3 changed into their Halloween costume and participated in the annual Halloween Parade around the school for other students and parents to see.
- 11/1 All Saint's Day: Grade 4 dressed up as a Saint that they researched and processed in the church. After Mass, the 4th graders had their Hall of Saints where parents and students came to learn more about the Saints they became for the day.
- 11/1 Quarter 1 Awards Ceremony: students in grades 4-8 were honored for their academic achievement in front of parents and students. Also, students in grades 3-8 were honored for their Christian Spirit Awards. Lastly, 4th grader Veronica Zadecky was honored for winning the Christmas card drawing competition.
- 11/7 and 11/15 Parent-Teacher Conferences: parents met with their children's homeroom teachers to discuss how the start to the year has gone for their child.
- 11/15 Class Picture Day: classes' pictures were taken for the year.
- 11/20 HSPT: students in 8th grade take the annual HSPT if they're planning to apply to Catholic High School.

Home and School Executive Board Report - *Mr. Loudermilk*

- Building & Grounds - Winter cleanup January 25
- Volunteers - We have one volunteer who has stepped up for an open position or to share a position with another parent. Her name is Camille Cheatwood and she has children in K and 1st.
- Events - The luau is scheduled for April. One volunteer is needed for each class to help put a package together.
- Fundraising - Charleston Wrap paper order deadline has passed, although orders can still be placed online until Christmas. ChickFila choir fundraiser deadline Nov 19 for pickup Nov 22
- Publicity - Next deadline for Parish Times is not until December 2
- Taste of the Season event #1 generated \$500. Event #2 hasn't been scheduled yet
- International Night is scheduled for January 31, 2020.

Pastor's Report - *Father Kalita*

- Father Kalita presented data that represented a 7.5% decline in Mass attendance from FY ending 6/30/18 to FY ending 6/30/19, a 6% decline in Mass attendance for October 2019 compared with October 2018, and a 5.3% decrease in offertory revenue and a 5.5% decrease in special collections for the current fiscal year as of October 2019 compared to a similar period in 2018.
- Father Kalita reiterated his intention to continue to support the school.
- He raised a question: what is the trend?

OLD BUSINESS

Catholic Identity

- Mrs. Coccozzella spoke with Mrs. McGranaghan about the PowerPoint materials for Teaching the Mass. Mrs. McGranaghan is already addressing this and expressed willingness to use the materials.
- Need to make sure that the priests are okay with conducting a Teaching Mass and with the teachers doing the teaching about the Mass.
- The implantation will begin with the 6th grade.

Academic Excellence

- Mr. Domally reported on upgrades that will be necessary to meet the Archdiocesan technology standard of 10 megabytes per student, 1-2 gigabytes of bandwidth. A business account would be needed, which would be expensive. Mr. Domally is exploring with Verizon the feasibility and expense of a FIOS connection. COMCAST is apparently not interested.

Recruitment and Retention

- The Open House on October 22nd attracted approximately 12-15 families. Some attendees were alums of the school, a few families came because of announcement in the Sunday bulletin and a couple of families because of referrals.
- Suggestions about the distribution of flyers for Open Houses after Thanksgiving and next year included displaying at parents' work and inclusion in Thursday folders.
- Some Student Council members were present at the Open House.
- The school will stay with two 6th grades next year.

Mission Statement/Tagline Feedback

- Mrs. Coccozzella indicated that she didn't receive much feedback.
- Discussion indicated that 2nd sentence of Mission Statement needed to be reworded and that the statement does not address Catholic Identity explicitly.

Raise the Paddle Ideas

- Safety upgrades and technology were the areas generally favored in the discussion. Ms. Gallagher will seek input from the faculty. The faculty will vote in January.

NEW BUSINESS

Personnel Updates - Mrs. Coccozzella

- Mrs. Jennifer MacDonald, the 4th and 5th grade para who died after a long struggle with cancer, is not being replaced.
- The 5th grade will have a new teacher.
- Other changes involve a medical leave, a pregnancy and illness.
- Some parents have agreed to help out with Art.

First Quarter Review 2019-2020 Budget

- Mrs. Cocozzella presented the review of the budget and highlighted several anomalies and points of discussion compared with last year’s first quarter budget.
- The greatest anomalies were on the income side with the Gala not occurring in the fall as it did last and revenue from Before/After Care not being posted yet.
- Overall, the income versus expenses was ahead by approximately \$500k.

Meeting adjourned at 8:40 P.M.

Respectfully Submitted by John Convey.

★Next SAB Meeting: December 18th at 7:00 PM.

SAB Meeting Date	SAB member responsible for Prayer/Notes	Documents Due Date for File
December 18	Victor De la Oliva	Tuesday, December 17
January 22	Ms. Gallagher	Tuesday, January 21
February 26	Mike Bykowski	Tuesday, February 25
March 25	Mr. Abreu	Tuesday, March 24
April 22	Crystie Byrddy	Tuesday, April 21
May 27	Jackie Baratian	Tuesday, May 26