

Saints Peter and Paul Advisory Board Meeting March 14, 6:30 pm

Members in attendance: Ashley Wassmann, Brad Atkinson, Dan Schuster, Brent Drummond, Risa Venable, Alan Lammers, Fr. Bill Peckman

SCHOOL ADVISORY BOARD MEMBERS						
Term Expires	Member/Term		Member/Term		Member/Term	
June 2019	Mona Brownfield	2nd	Brea James	1st		
June, 2020	Dan Schuster	2nd	Ashley Wassmann	1st	Risa Venable (Appointed)	1st
June, 2021	Brad Atkinson	1st	Brent Drummond	2nd		
OTHER MEMBERS						
Fr. Bill Peckman						
Alan Lammers, Principal						

Addressing the board: Farris Pfeiffer attended to check on progress of band 5-days a week. The board let him know that we are looking into feasible options. It comes down to meeting instructional minutes and schedules with multiple moving parts.

Call Meeting to Order: Brent

Opening Prayer/Reflection: Faith sharing by Brent Drummond – shared out a Daily Lenten devotional

Approval Minutes

Home and School Report: Auction raised over \$60,000. Forming a committee to decide how to allocate the camp McAbee donation which was donated back. Donuts for

Dads and Field day will both be held on 5/7. Next Home and School meeting will be held 4/9/19. Next year's budget is in the works.

Principal's Report: Alan

Immunizations

The diocesan regulation regarding immunization requirements has been revised to state that exemptions on the basis of religious belief for Catholic families will not be accepted. The medical exemption is still valid if authorized by a duly licensed physician.

There are two Catholic families who are claiming a religious exemption currently enrolled. They will have to be in compliance for the 19/20 school year. The principal has met with both families to relay the regulation change and to invite them to share their thoughts, concerns, etc.

School Play

Mrs. Burnett is not able to direct the school play this year. Two parents have stepped forward to continue this program.

Extended Care - Summer Program

The principal met with Mary Vollmer to work out some additional details of the potential summer program. There has been a good response but many said they needed more information to make a firm commitment. We will open enrollment up to school and parish families. 13 extended care families have expressed interested this year

Three teacher resignations have been turned in and new hiring has been started for these positions.

2019/2020 Registration

Registration for the next school year is beginning this month. Preschool registration will begin no later than March 25. Kindergarten registration will begin the second week of April and regular school registration will begin following Easter Break.

Missouri Nonpublic School Accrediting Association Annual Report

Below is a summary of the report which will be submitted for the school's continuing accreditation. These strategies and activities come from the school's long-range plan of action.

Activities/Strategies Implemented During the Current Year

- School administration and a faculty member attended Virtues Based Restorative Discipline Institute to promote decision making, problem-solving, and conflict management skills.

- Specialized staff has been added for art. The feasibility of adding a band instructor was explored and a candidate interviewed. It was ultimately decided that this was not currently feasible. Instruction in Spanish now occurs weekly through the year by a qualified teacher with new, up-to-date curriculum resources.
-
- The faculty has been trained in generating data from the results of the Iowa Assessment program. Additional reports beneficial to parents and teachers have been identified and will be used to share additional information.
-
- The principal and new preschool teacher have developed a schedule with identified teacher plan times and breaks for the teaching assistant.
-
- Addressed playground issues such as replacement of deteriorated border/retaining timbers, remove pea gravel were resolved in the playground renovation project.
-
- Two vans to be used for school functions such as field trips, band, special services, etc. have been acquired. The necessary procedures and licensing requirements have been established.
-
- New math resources K-5 have been implemented along with new science resources 6th-8th.
-
- The principal has continued to engage the faculty in conversation and collaboration of student learning through the use of professional learning models.
-
- The school has implemented K-8 Theology of the Body through Ruah Woods Press and has adopted the Ignatius Press Faith in Life text for religion.
-
- The staff participated in professional development to learn about Saint John Paul II's Theology of the Body, the Marzano Compendium of Instructional Resources, Building Intercultural Competency for Ministers, and Dr. Greg Tang Math Interventions.

Strategies to be Implemented During 2019/2020 Year

- The school and parish administration will implement the next phase of the master facility plan.
- Administration, with input from the finance council, will explore the feasibility of continuing with the next steps of the planned school renovations.

- The school administration will review and update the crisis plan to make it concise, permit easier access by first responders and consider connecting the fire alarm system to outside monitoring.
- The school advisory board and school administration will establish an annual review process of the school mission philosophy that includes teachers, families and parish representatives.
- The school advisory board, school administration, and the parish finance council will assess the need and feasibility of modifications to the physical space for the extended care and preschool program.
- Administration and faculty will explore the implementation of new resources for reading and language arts and 6-8 math and algebra.

Pastor's Report: Fr. Bill – Continues to narrow his focus on what is his purview within the school. He communicated personal health concerns. There are families that are going to be moving from tuition-free to tuition.

Old Business

- 2019/2020 Budget
 - Set Tuition Rates for preschool and K-8
 - Set Registration for preschool and K-8
- SAB Nominations and Elections
- Family/School Agreements & Diocesan Covenant of Trust
- 2019/2020 Calendar

New Business

- Wanda Wells Distinguished Service Award. Recipient consideration for this year is Linda Burnett.

Committee Reports:

- **Finance:** Brent & Ashley – see finance report below
- **Fleet & Facilities:** Dan
- **Technology & Library:** Alan & Mona
- **Plan of Improvement:** Brea (Update Progress)
- **Lunch Committee:** Risa
- **Athletic Committee:** Brad – athletic banquet discussion

FINANCE REPORT

General Observations

- Income YTD is \$22,246.00 ahead of the budgeted amount, \$4,000 more than in January.
- Expenses YTD are \$8,167.00 ahead of the budgeted amount, down from \$15,926 in January.
- The net effect is \$14,079 “to the good” for the school budget
- Registration fee income will increase as enrollment for 2010/2020 begins.

Renovation

\$50,000 has been received to be used for window replacement in the school. Combining that with \$50,000 already on hand gives \$100,000 towards window replacement. A scope of work is being developed.

2018/19 SS Peter and Paul Monthly Budget Summary

Description	YTD	YTD Budget	YTD Budget Difference	Annual Budget	Annual Budget Difference
Income					
Tuition & Registration	\$172,974	\$188,430	-\$15,456	\$269,400	(\$96,426)
Fundraising, H&S	\$37,823	\$37,468	\$355	\$62,600	(\$24,777)
Education Foundation & DEEF	\$60,316	\$53,400	\$6,916	\$53,400	\$6,916
School Envelopes	\$184,618	\$154,000	\$30,618	\$166,000	\$18,618
Student Activities	\$12,866	\$13,052	(\$186)	\$20,800	(\$7,934)
Total School Income	\$468,596	\$446,350	\$22,246	\$572,200	(\$103,604)
Parish Support	\$310,854	40%			
Total Income	\$779,451				

Expenses					
Salaries	496,649	\$510,039	(\$13,390)	\$744,350	(\$247,701)
Health Insurance	83,874	\$73,963	\$9,911	\$118,100	(\$34,226)
Retirement	8,314	\$6,097	\$2,217	\$14,800	(\$6,486)
Utilities	30,263	26,716	\$3,547	38,400	(\$8,137)
Property Insurance	30,358	\$30,175	\$183	\$30,175	\$183
Textbooks & Curriculum	40,452	\$36,525	\$3,927	\$36,525	\$3,927
Supplies	19,318	\$12,710	\$6,608	\$17,175	\$2,143
Repairs/Improvements, New Equipment, Custodial supplies	43,525	\$49,956	(\$6,431)	\$61,450	(\$17,925)
Student & Faculty Activities	26,697	\$25,103	\$1,594	\$32,550	(\$5,853)
Total Expenses	\$779,451	\$771,284	\$8,167	\$1,093,525	(\$314,074)
Utilities	\$30,263	4%			

Instructional	\$67,149	9%			
General Administration	\$93,201	12%			
Salaries/Benefits	\$588,837	76%			

Next Meeting: April 17th, 2019, 6:30 pm