

**SS. Cyril and Methodius
School Board Meeting Minutes
Tuesday, March 3, 2009**

1. **Call to Order:** Meeting called to order at 7:00 PM by Bob Libby.
2. **Opening Prayer:** Bob Libby led the group in opening prayer.
3. **Roll Call:** Father Larry and Shirley Tkachuk present.
 - School Board members present:
Ed Andruszkiewicz Darren Benson, Chris Bigelow, Lupe Czerwinski,
Scott Fries, Bob Libby Mike Pender, and Beth Rendak Michelle Sullivan
 - School Board members absent:
None
4. **Acknowledgement of Guests:** Terri Schulz
5. **Visitor Comments:** None.
6. **Approval of Minutes:**
 - Motion made by Beth Rendak to approve, Scott Fries seconded the motion, and minutes were approved as revised. The Principal's Report for February was provided.
7. **Amendments to Agenda:**
 - None.
8. **Reports of Officers:**
 - a. **President:** Bob Libby, no report.
 - b. **Treasurer:** Beth Rendak, the School board earnings from the Beat-the-Loto will be added to the School Board line item of the School Budget.
 - c. **Secretary:** Ed Andruszkiewicz, in the future when the Secretary is Absent the President should seek a volunteer or appoint another board member to act as Secretary.
 - d. **Vice-President:** Mike Pender, no report.
 - e. **Principal's Report:** Report submitted by Shirley Tkachuk. Report has been attached. Next year's School Hours will be 7:45 AM to 2:15 PM.
 - **Pastor Report:** Father Larry fulfilled his dinner obligation for the Auction; it was a good time. Father was pleased with the Emil Tournament and passed the information to Bev Marzec. The News From the Pews is coming out soon; the School Board should get something to Debbie Kepler if we're going to get an article in the publication. Denise is working with Pranis on the new Website format. The Fall Fundraiser may be replaced by the show "Late night Catechism" due to the 125th Parish Anniversary Party. Father completed the evaluation of the Principal, Shirley Tkachuk. It was a glowing evaluation. Father has offered a one year Contract to Shirley for another year.
9. **Committee Reports:**
 - a. **Finance:** Beth Rendak, the School Finance Committee will meet Monday, March 9, 2009.
 - b. **Development:** Chris Bigelow reported that he found more grant opportunities, however, many of the grants do exclude private schools. Chris will continue to find more grants that are available to private schools.
 - c. **Technology:** Lupe Czerwinski reported there was no February Technology Meeting.
 - d. **Public Relations:** Michelle Sullivan sent the SSCM brochures to the realtors. There was an advertisement in the Chicago Parent magazine for SSCM School. There were several articles in both the Lemont and Homer newspapers regarding SSCM School.
 - e. **Legislative Action:** Ed Andruszkiewicz, the Catholic School Education Legislative Day in Springfield is set for Tomorrow, March 9, 2009.

10. **Old Business:**
 - a. **Terra Nova Review:** Shirley Tkachuk reiterated to the Board in her Principal's Report that Terra Nova is requiring the School to use new tests this year. There is also a movement, within the council, to report the results in a standardized format. This item will be tabled until May.
 - b. **School Board By-Laws review – Articles VII through XIII:** The remainder of the School Board By-Laws were reviewed and Ed Andruszkiewicz will present all revisions to the Board at the next two meetings for a vote at the June School Board Meeting.
11. **New Business:**
 - a. **School Board Elections:** Per the By-Laws, the Vice President, Mike Pender, will form a sub-committee to solicit candidates for the upcoming election. Michelle Sullivan, Scott Fries and Chris Bigelow offered to help Mike. Ballots will be counted after the last Mass the weekend of the elections. Last year's Candidates will be contacted to see if they are still interested in being on the School Board.
 - b. **Endowment Committee:** Based upon discussions at the February Meeting, a motion to create a School Board Endowment Committee was made by Ed Andruszkiewicz; Mike Pender seconded the motion. All were in favor no one was opposed.
12. **Adjournment:** Motion to adjourn was made by Mike Pender, seconded by Michelle Sullivan. Meeting adjourned at 9:20 PM.
13. **Executive Session Agenda:** None

PRINCIPAL'S REPORT
SS. CYRIL AND METHODIUS SCHOOL BOARD
MARCH 3, 2009

We can take a few moments to look over last month's budget.

We began the month of February by using Monday the 2nd to make up one of the days we missed due to the bad weather. It had been originally scheduled for a staff development day.

On Tuesday, the 3rd I met with representatives of the District to discuss the transportation situation for the 2009-2010 school year. As I mentioned last month, we have been told our school day will run from 7:45-2:15. I have not heard anything more from them. We were told to expect another meeting.

On Friday, February 6th the Eighth graders had their Confirmation Retreat; this is one of their last steps in preparing to receive the Sacrament of Confirmation on Saturday, March 21st. On Sunday, the 8th our second graders had their first prep mass to help with their preparation for the Sacrament of Communion, their second mass will take place this coming Sunday, followed by an ice cream social.

During the month Father and I met with Renee Payne from St. Al's/St. Pat's School and the two Pastors to discuss how we will begin the 3 year old Preschool Program. We are offering 2, two and ½ hour 2 day sessions. The maximum number of students for the two sessions would be 36. Each parish will be allowed 12 students to begin with. If one parish(es) has less than 12, than another may take more. We sent out registration forms to all of the people who indicated they might be interested in the program. Registration was held today. Renee and I have looked at the classroom, and began to make a list of the materials needed. We will also begin to find a teacher/aide.

On February 11th I attended the TerraNova pre-test meeting at St. John Fischer School. I was joined by Mrs. Langellier and Mrs. West. As I reported at last month's meeting, all schools in the Archdiocese are using the new form of the test (TerraNova, Third Edition) beginning this year, rather than next year as previously determined. There are differences in the test, and schools have been told to be prepared for a drop in scores due to these differences. Teachers were given their testing manual to help them become familiar with the new format. We have worked out the testing schedule, and each class will have a teacher/and a helper to administer the test. Practice tests were given last week, and students are allowed to take those home for parents to see. Students are receiving pencils, and also a healthy snack for each day of the testing. This information has been

shared with parents.

We had a small Pep Rally for the Emil Tournament on the 12th; games were played on the 15th, 19th (here) and the 21st, along with a red and white out of uniform day for Valentine's Day. Grading ended for Progress Reports on the 13th.

We had no school on Monday the 16th for President's Day. The following two days I was gone along with other members of the Parish Staff for a Tri-Parish Retreat. Due to the retreat our usual school masses were changed and we had an All-School Mass on Friday, the 20th. Since two different classes were combined, older students and younger students did things together.

On the 18th representatives from NAEP (National Association of Educational Progress) were in our school to give their assessment to our fourth graders. Each student was tested in a different subject area (reading, math, science). We will not receive individual/school results; rather, they become part of a nationwide "report card" to see how students in our nation are learning overall.

Progress Reports went home on the 19th.

On the Wednesday, the 25th Grades 1-8 attended the 9:00 AM Mass, received ashes, and entered into the season of Lent as a faith community. Upon returning from church each student decorated a bland footprint with their special Lenten promise. These were put up in the hallways and serve as a reminder to us of the season we are in as we move throughout the building. We are also using special Lenten prayers, and participating in the Rice Bowl project with Religious Ed, and the parish. We will attend the Stations of the Cross (both teacher/staff led and student led) along with the Living Stations of the Cross presented by the 4th Graders.

On the 26th we were honored to have a visit from the author N.D. (Nate) Wilson. Nate is a children's author who is currently touring to promote his latest book Dandelion Fire. This is the second book in a fantasy trilogy for middle school age students. The students in grades 5-8 are reading his first book 100 Cupboards, and will be doing grade related work with the book. He spoke to our students about becoming a writer and the importance of hard work and also personally autographed copies of his book. Eight of our students were picked to then have lunch with him, the teachers, and a rep from Andersons' Book Store (which helped us to secure his visit). It was an outstanding experience for our students, and the author and people with him were extremely impressed by our students behavior and the questions they asked.

Also on that day I sent out a letter to parents explaining that this year we will have an optional (teacher/parent) second conference opportunity. These will take place on

Friday, the 13th during the day. Parents may meet with both grade level teachers. This is a good time for any type of problem to be discussed, and for teachers to share summertime suggestions with parents.

Besides Parent/Teacher Conferences between 10-3:00, the teachers will begin the morning with a Lenten Reflection Prayer Experience led by one of the staff members from St. Alphonsus Parish.

I am almost finished with this year's Formal Teacher Evaluations. This year I will also be evaluating our aides. I have been notified that two of our current faculty/staff members will be retiring and will not return next year. Mrs. Fleming is retiring and will be caring for her new grandchild and also Mrs. Johnson who is one of our aides is also retiring.

Father and I met last week on the 25th to finish my formal evaluation for the year. He will go over this in his report.

During the month of March we will also practice and run a Tornado Drill in preparation for stormy spring weather.

MARCH EVENTS:

March 2nd: No School, Pulaski Day

March 3rd: TerraNova, Third Edition testing begins; Pre-School registration

March 5th: Technology Meeting

March 8th: Communion Prep Mass/Ice Cream Social

March 10th: Mothers' Club Meeting

March 11th: CPR/Defibrillator teacher training

March 12th: Stations of the Cross: Teacher led

March 13th: Optional Parent/Teacher Conferences

March 14th: Confirmation Practice

March 16th: Living Stations: Grade 4

March 17th: Green and White Out of Uniform Day

March 19th: Bike Safety Presentation

March 20th: Third quarter ends

March 21st: Confirmation

March 24th: Opening Day for Kindergarten/Principal for a Day

March 24th and 25th: Confessions

March 27th: Stations of the Cross: Student led/ Spring Break Begins