

**SS. Cyril and Methodius
School Board Meeting Minutes
Tuesday, May 6, 2008**

1. **Call to Order:** Meeting called to order at 7:00 pm by Bob Libby.
2. **Opening Prayer:** Bob L led the group in opening prayer.
3. **Roll Call:** Father Larry and Shirley Tkachuk present. School Board members: Ed Andruszkiewicz, Vicki Burton, Lupe Czerwinski, Bob Gomulka, Debbie Latz, Bob Libby, Mike Pender and Beth Rendak present. Garland King excused.
4. **Acknowledgement of Guests:** Jwan Arnold and Maureen Moran. Terry Jones was on the agenda but her concern will be addressed to the Parish Council.
5. **Visitor Comments:** Jwan Arnold was concerned about the change in the yearbook. The eight grade yearbook supplement this year will not be in the “newspaper” format but will be in a book supplement. She felt that since we are a small school and a close community it is important for the faith partners and younger students to see and read about the eight grade class and students. She is hoping that the issue might be reconsidered next year to go back to the old format to include the parents’ tribute letters and baby pictures in the regular yearbook. Format was changed because many of the eight grade end of the year activities (Confirmation, Ribbon Mass, Eight Grade Banquet and Graduation) and pictures occur after the March printing deadline. Jwan is not asking for a response to her concern.
Maureen Moran is concerned about the ratio of students to teacher with the kindergarten class (ratio was to be 24 to 1 and it is 26 to 1 this year) and full day kindergarten. She is also concerned about the kindergarten curriculum and she feels kindergarten teachers don’t have enough materials or resources to support full a day thru the end of the year. She feels there is a need for curriculum leaders and is concerned about a reading and phonics curriculum. She is also concerned that the kindergarten class needs to be included in more school events and the end of the year school picnic. She would like a response.
6. **Approval of Previous Meeting Minutes:** Motion made by Bob G, second by Beth. minutes approved and will be posted on the website.
7. **Amendments to Agenda:** Bob G would like to add *School Board Funds to School General Funds under New Business*. An amendment to the agenda was made by Ed to move *SB mechanics of election process* from Old Business to Executive Session, second by Bob G. Vicki asked that *Bylaws Revision* be added to New Business.
8. **Reports of Officers:** *President:* No report. *Treasurer:* Report and checkbook balance given by Beth. *Secretary:* No report. *Vice-President:* Bob G. reported that there are 6 candidates for the 4 school board positions they are: Darren Benson, Chris Bigelow, Scott Fries, Michelle Sullivan, JoAnn Sworan-Kowalewski, and Melissa Tejowski. Their bios will be in the parish bulletin, the election will be May 17th and 18th after all the Masses.
Principal’s Report: Financials were not available to review, Denise will email them. Shirley met with the “Teacher Ease” rep and Chester verified that our computers would support the program. She reviewed her April and May calendar. The \$16,854.44 that Shirley requested in the Safety Block Grant program will be received and we will also be receiving all materials ordered from the Illinois State Textbook Program. A check for \$2,625.00 was sent to Operation Rice Bowl. The Lemont Police Department Reps met with Shirley, Terri Langellier and Mrs. Witt to prepare by the armed intruder drill which was held on April 25th. Police have the necessary information and areas of positive and needs for improvement were addressed. This will become a yearly drill. The Art Fair/Ice Cream Social went well. Astronaut Dan Tani returned the school medal on April 28th, along with a video he shot during the mission. Reps from “Health World” did meet with approx 40 parents regarding their presentation to the students. Terra Nova results are in and she will be working with Mrs. West to interpret the results. Mrs. Weinand announced her leaving and Shirley has been interviewing 12 teacher candidates for the 3 teacher openings. Shirley will do the first round of interviews; Terri has sat in a few of them. The second round of interviews will be with the teachers who will be working with them. Archdiocese recommends that preference be given to a candidate who is already in the system who is leaving a school due to a closing.

All returning teachers have signed their contracts for next year. The first day of school next year will be on August 20, 2008 and the last day will be June 2, 2009.

Pastor Report: April has been busy. Fr. Frank's farewell will be on June 8th. Deacon Marcin will be ordained on May 17th. **Communications:** None.

9. **Committee Reports:** **Finance:** Beth reported that they are looking at two registration days in August (August 5th from 7pm-9pm and August 6th from 9am to noon). The committee also met with the bank regarding using credit cards to make tuition payments. There is a fee that the bank will charge if the payment is made by credit card but at this time we will not pass this fee on to the school families. We will also look at changing the August SB meeting to the following week. **Development:** No report. **Technology:** Long range plans for technology were discussed. **Public Relations:** Garland did put together a PR calendar for next year and will email it to Shirley. **Legislative Action:** No issues or topics.
10. **Old Business:** *School Board Transition of Funds:* Bob G. wanted to verify that the SB would still operate under a budget once the funds from SB are moved to the School Operating account. Any monetary gifts presented to the staff and teachers at the Appreciation Mass and Luncheon, or any other time will be taxed.
11. **New Business:** *Registration Days & Tuition Payment Options:* Packets for registration will go out in May and Shirley reviewed the intro letter with SB. Families will still be able to send their registration packets back early but the checks will not be cashed until August. The intro letter will go out by itself on May 15th. *Teacher Appreciation Mass:* Vicki stated that the Mass will be at 8am on June 3rd and the luncheon will follow. Mother's Club will be asked to have several volunteers for the teachers from 11:30-12:30pm. Beth, Bob L and Bob G offered to help Vicki. Debbie will prepare the certificates. Discrepancies have been worked out and the SB Treasurer will keep an updated list of the staff and faculty service years in their files. Home Run Inn will provide the food for the luncheon. *SB sponsorship of Hole at Parish Golf Outing:* Bob G. asked for \$125.00 to sponsor a hole at the May 23rd Parish Golf outing. A motion was made by Beth and Mike seconded to sponsor a golf hole, all in favor, motion approved. Vicki made a motion for the play bill for the school play for \$50.00, Ed asked that the motion be made to approve the play bill not to exceed \$100.00, Lupe second, all in favor, motion approved. *Open House Content:* "Top 10 list" was discussed for the fall open house. We would like to include manna orders, special lunch orders, and Faith Partner program. communication guidelines, athletics and extracurricular program. *By-Law Revisions:* Discussed and Ed will send an email to everyone with the proposed revisions.
12. **Executive Session:** Motion to move to executive session made by Vicki and second by Lupe. Regular meeting adjourned at 9pm.
13. **Adjournment:** Executive session adjourned at 9:35pm. Next meeting is set for June 3, 2008 at 7 pm.