

**SS. Cyril and Methodius
School Board Meeting Minutes
Tuesday, September 4, 2007**

1. **Call to Order:** Meeting called to order at 7:00 PM by Bob Gomulka.
2. **Opening Prayer:** Bob led the group in opening prayer.
3. **Roll Call:** Father Larry and Shirley Tkachuk present. School Board members: Bob Libby excused. Ed Andruszkiewicz, Vicki Burton, Lupe Czerwinski, Garland King, Bob Gomulka, Debbie Latz, and Mike Pender and Beth Rendak present.
4. **Acknowledgement of Guests:** No guests.
5. **Visitor Comments:** None
6. **Approval of Previous Meeting Minutes:** Motion made by Vicki, second by Mike. All in favor, minutes approved.
7. **Amendments to Agenda:** Add to Old Business Agenda: Dinner by Design Fundraiser and By Laws Revision.
8. **Reports of Officers:** *President:* No report. *Treasurer:* Report and checkbook balance given by Beth. A FYI School Board budget was handed out by Beth. Our fundraisers have been Spirit Blanket Sales, Home Run Inn Pizza Sales and now a Dinner by Design fundraiser. All monies raised are used for the Teacher's Luncheon and Service Awards, donations to Mother's Club and other SSCM organizations. It was suggested that each member will try to sell more than 5 "Beat the Lotto" tickets. *Secretary:* A recorder for note taking will be purchased after our Dinner by Design fundraiser. *Vice-President:* Bob G. asked Lupe to look into having the School Board Member list updated on the Parish website.
Principal's Report: Financials/or School budget reports were reviewed. No tuition comes in over the summer months-this will start in September. Polish School makes their rent payments to the school in December and May. Teacher's salaries are based on last year. Our current enrollment is 509 students; grade 4, 6 and Kindergarten will not be accepting any new students. Shirley shared a letter from Geri O'Connell. Geri would like to attend a School Board Meeting to discuss ideas to get the registration and fee packets in earlier. Some returning families have turned in their packets very late, some packets were returned 1 week prior to the school year starting. Teachers have completed their first graduate class and are ready to eager to start their next class which will deal with different ways to assess student learning. The Technology Team helped set up the computers in all classrooms, and the teachers have begun to post homework online. Homeroom teachers are no longer are doing "door duty". Mrs. Grabowski has been doing the morning door duty as this allows the homeroom teacher to begin class promptly at the 7:30am bell. The end of the day bell is now rung at 1:45pm. The additional 10 minutes to our school day allows for the Spanish class to fit into our curriculum and allows a longer lunch/recess. We have 3 lunch periods and there are now assigned areas for outside recess. Mrs. Langellier is responsible for lunchroom, recess and supervision. Shirley and staff are also assessing if a second oven is needed. Shirley is also working with the Teacher Aides to help to define their jobs more clearly and to help make them more flexible. Shirley will try to do a monthly newsletter, her first was sent home already. Discussions are under way with the faculty with regards to changing the way materials are sent home. She might try sending materials home with the youngest and only. This is because younger students generally share papers with the parents more opening and parents will usually check on the younger students' papers on a regular basis. Currently materials are sent home with the oldest and only. Joan Witt has a substitute teacher list, there are currently 5 names on the list, all are certified. If no sub is available then Teri will sub, and if Teri is not available then a Teacher's Aide will sub.

Pastor Report: Fr. Larry stated he feels we are off to a good start to the new school year. He feels we have stability and the potential for great things to happen within our parish/school community. His sabbatical was very relaxing and he is ready to start his second 6 year term as our Pastor. The school renovations went well and he is happy we have the extra room. Fr. would like to set up an Ad-Hoc committee to make our Parish and School websites easier to use, he feels this needs to be revised and redesigned. Lupe offered to help. Our 125th Parish Anniversary will be in October 2009 and already plans are being discussed. Five families currently are receiving tuition assistance. Fr also stated that there are currently 60 school families that have not made weekly Sunday contributions. He would like letters to go out in mid September reminding these families. The satellite football league with St Al's/St Pat's is underway. This program is being run thru their athletic department. The program will be re-evaluated after the first year. Currently any St Cyril student who has participated this year will be allowed to participate next year.

Other Communications: none

9. **Committee Reports:** **Finance:** no report. **Development:** Vicki is meeting with Shirley to discuss development goals and will work on revising the Teacher's Service Year listing. **Technology:** Lupe will be attending their first meeting on Sept. 20th. **Public Relations:** no report.

Legislative Action: Ed shared with us a letter he drafted discussing a sign-up for Catholic Education Legislation Action Notification via e-mail. If approved Ed would like to manage the distribution and act as the administrator of the distribution. Discussion followed and Ed proposed that Lupe take the letter to the Technology Committee for their review and revision, Vicki second the proposal, all in favor. Ed will attend the next Technology meeting to discuss his letter for their review.

10. **Old Business:** **Appointment of "Public Relations" Committee Chair:** Garland requested that this be deferred until next month's meeting. All in favor. **Student ID Status:** Shirley stated that Van Gogh will give us a disc with all students' pictures on it. This will allow us to make a student ID. ID's will be made for all Junior High Students: Grades 6-8. Teachers will also have ID's. **Student School Dance:** Mrs. Szostak has finalized the school dance schedule. There will be 3 evening dances, on Sept 21st, Oct. 26th and April 11th. for grades 6-8. There will be 1 after school dance, on May 16th from 2:30-5:30 pm for just our students in grades 5-8.

Fundraising: Dinner by Design fundraiser letters went out thru school. A flyer will also be at the school Open House and will also be in the weekly Parish Bulletin. Vicki is working on getting a poster for Open House. This fundraiser will run thru September. **By-Laws Revision:** The last revision was done in 1993. Ed and Garland will review the Leadership Manual and the By-Laws.

11. **New Business:** **Open House:** Bob Libby will speak at the Open House on Sept 6th and Bob Gomulka will speak on Sept. 13th. Bob G. asked that all members try and attend. Vicki and Beth will be in the school during Open House at the School Board table. The table will have fundraiser leaflets and they will also have our Blankets there for sale. We have about 4 or 5 left. **Catholic Schools Conference:** The conference is September 29th, Shirley will attend, if any one else is interested they are to contact her. **Genesis Goals:** Marketing is a goal. Catholic education enrollment throughout the area has decreased by 5%. Enrollment stats were reviewed and discussed. **Mother's Club Fall Fundraiser:** Beth suggested that we donate 2 kid's pack packs and a Dinner by Design 6 meal Session-Cooking with Shirley. **Dress Code:** Beth and Vicki mentioned to Shirley that if there are any changes that a letter should be sent out prior to school year ending

12. **Executive Session Agenda:** none

13. **Adjournment:** Motion to adjourn made by Beth, second by Ed; meeting adjourned at 8:25 pm.

Submitted by:

Debbie Latz

School Board Secretary

Bob Libby- President

Bob Gomulka- Vice President

Beth Rendak-Treasurer

Debbie Latz- Secretary