

SPCSAC

Meeting Minutes

December 18, 2018

I. Call to order

Alicia Delamere called to order the regular meeting of the Saint Peter Catholic School Advisory Council at 1800 on 12/18/2018 at SPCS Media Center.

II. Roll call

A roll call was conducted and the following persons were present: Doug Jones, Julie McCaffrey, Alicia Delamere, Christine Kowalcyk, Jim Zambardino, Charles Alford, Christine Fogarty, Rubi Merino, Dana Gauland, and Nick White.

III. Approval of minutes from last meeting

Council members read the minutes from the last meeting and they were approved as read.

IV. Reports:

- a) **Administrator's Report:** Mr. Jones reported that he was pleased with the parent turnout and discussion of the "Coffee with the Principal" held on 12/5/18 and that more will be planned for 2019 on a quarterly basis. Mr. Jones also introduced a new multi-phase building plan for SPCS that initially prioritizes an Early Childhood Center, given the state of disrepair on the current facilities. He is working with Hite Associates (architects) to develop the plan which will consist of placing 2 new modular buildings for two sections each of 3 and 4-year-olds. This will be announced at the upcoming "State of the School" report on January 31.
- b) **Finance Report:** Finance report from November was reviewed and Mr. Jones explained income variances. A comprehensive updated report will be presented at our January 22 meeting. The Halloween Carnival profit was \$49,480 and all applauded Heather Brockway's leadership and volunteers for their efforts that made this such a success.
- c) **Advancement Report:** Mrs. Jones submitted a written report. The Gift Card Ministry has consistently been raising approximately \$1,000 per week and \$8,000 was recently given to SPCS. Christine Kowalcyk recommended an easier way be devised to obtain cards for the Gift Card program. Giving Tuesday raised \$5,990 with 23 of 47 faculty members participating. The current total for the Annual Fund is \$21,233 (that includes Giving Tuesday totals).

- d) **Enrollment Management/Marketing Report:** Mrs. Brockway submitted a written report. School tour requests by prospective families have been ongoing and an Open House for Pre-K classes will be held during Catholic Schools Week which she is currently planning. Mrs. Brockway will be building the framework during the summer for the Wildcat Ambassador Program. The new marketing brochure for SPCS is in the final editing stages and will be printed soon. Research on replacing the 5th Street marquis sign for a reasonable cost continues (Cooper Signs?).
- e) **Athletics Report:** Planning for the upcoming EIC Tournament that will be hosted by SPCS will kick in after the New Year begins.
- f) **Committee Reports:**

Academics—There was discussion regarding the Iowa Assessment testing results and the need to communicate the data with parents at a meeting in January. Mr. Jones stated that a “Longitudinal Report” can be run that shows how SPCS is performing.

Retention—Julie McCaffrey reported that she was in the process of gathering and compiling information from exit interviews and is developing a database. She stressed the importance of getting ideas for retention from the teachers so that they are vested in the process.

V. Old business: “Wildcat Pride Virtues” has been launched.

VI. Announcements/Next meeting: 1/22/2019 at 1800 in the SPCS Media Center

VII. Adjournment/Closing prayer: Alicia Delamere adjourned the meeting at 1930.

Minutes submitted by: Christine Fogarty