

# **SPCSAC**

## ***Meeting Minutes***

February 19, 2019

### **I. Call to order**

Alicia Delamere called to order the regular meeting of the Saint Peter Catholic School Advisory Council at 1800 on 2/19/2019 at SPCS Media Center. Doug Jones opened the meeting with a heartfelt prayer.

### **II. Roll call**

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

### **III. Approval of minutes from last meeting**

Council members reviewed the minutes from the last meeting and they were approved as read by Jim Zambardino and Charles Alford respectively.

### **IV. Reports:**

- a) **Administrator's Report:** Mr. Jones reported that final decisions on the new math series for Primary, Intermediate, and Middle School will be made and announced by April. Teachers will be adequately trained to teach the new math series by August. Junior Beta Club tutoring is currently available for math and is going well and Mr. Jones is waiting for confirmation from 1-3 ECU Math Ed majors to assist when frequency needs are determined. Tutoring for reading is now a viable option and that will be added soon. The 2019-2020 school calendar will be finalized by February 22. Mr. Jones emphasized that all fundraising activities/events will need to be identified and approved by SAC by May 2019 so that they are on the school calendar. This will allow for better planning when giving.
- b) **Finance Report:** Mr. Jones reported that tuition money received was close to what was received last year and that the Development Fund was a big help. He explained that based on enrollment projections, next year's budget will be based on 400 students. Mr. Jones also explained that the variance in

this year's budget was due to \$21,000 received for NC Opportunity Scholarships.

- c) **Advancement Report:** There was no change in contribution numbers and therefore no report for this month. The Annual Fund BBQ cook Off and Hoe-Down originally planned for early May 4 has been postponed to next year based on a conflict with First Communion and a general "burn out" of parents on SPCS fundraising following the Boosterthon.

- d) **Enrollment Management/Marketing Report:** Mrs. Brockway submitted a written report. She relayed that requests for SPCS tours has increased substantially and much interest has come from Christ Covenant families. Several students have also shadowed at SPCS and these experiences have been positive. In terms of individual classes, here is what she reports:

- Nine new PK4 students have applied and nine more may come.
- 19 out of 20 current PK3 students will remain at SPCS.
- Eleven students have applied for PK3 so far with possibly more.
- Eight new Kindergarten students have applied and given those PK4 students who will remain at SPCS, we can expect 26 kindergarten students for 2019-2020.
- Four new students started SPCS this semester (3rd, 6th, 7th, 7th)
- Current enrollment in grades K-4 remain low however, with many classes having 20 or fewer students.

Heather would like us to take advantage of a free consultation from an education expert at ECU who will evaluate what is occurring in our class rooms and suggest current best practices.

The new Parent Pledge will be posted on the school website as soon as some technical details are figured out. The new marketing brochure will be going to print within a week. **Jim suggested that an electronic version be posted on the school website and that all families be emailed a copy of the brochure.** Hard copy brochures will be distributed to hospital recruiters, realtors, etc. for availability to potential newcomers.

- e) **Athletics Report:** EIC Tournament (to be hosted by SPCS) will take place March 1-3 and plans are in place with the EIC website live but volunteers are still needed. Boosterthon ends on 2/20/19 and as of 2/15/19, \$16,500 has been raised. 10% of Boosterthon funds will be given back to the class-

rooms and decisions will be made with 1 person per area what the donations should go towards on the playground.

**f) Committee Reports:**

*Academics*—Speakers Bureau parents’ names identified in the Survey Monkey were provided to teachers and Directors. The Academic Subcommittee shared the feedback Julie obtained in exit interviews from families who left SPCS. Subcommittee also discussed the Junior Beta Club tutoring program and the need to track the hours provided in order to communicate this to parents. Summer enrichment program was also discussed and the possible subjects offered with parameters. Teachers have been receptive to the program and a take home packet will be available to families for summer. It was stressed how important it will be to share results of these new academic programs with SPCS parents and the general public to foster more positive perception of SPCS academics. Other suggestions included the need to obtain “longitudinal data” (determines where we are as a school), to lock down “curriculum alignment” (per Cardinal Gibbons math), to research the “iReady” program, and to develop an “articulated reading program”.

**g) Old Business:** Annual Fund Pig Cook Off/Hoe-Down schedule for May was cancelled. **\*This should be communicated to SPCS parents.**

**V. New business:** There was none discussed.

**VI. Announcements/Next meeting:** 3/25/2019 at 1800 in the SPCS Media Center

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

Minutes submitted by: Christine Fogarty