St Gerald School Advisory Board

2014-2015 School Year

Meeting Minutes

November 11, 2014

Library 7pm

Present: Kathy Yochum, Dennis Rinkol, Jen Tselentis, Nancy Kochanowicz, Fr. Owen Korte, Katie Fehrman, Christy Keenan, Chris Sommers, Kris Sigmund

Absent: Michaela Goerke and Tobi Mathouser

Visitors: Matt Pelan, Soccer Commissioner, and Mary Jo Thompson, Volleyball Commissioner

Minutes: Jen Tselentis

Opening Prayer

Approval of Minutes:

- An additional revision was approved to the August minutes which were originally approved as amended during the October 14 meeting. The revision is indicated with an underscore from what was approved at the October meeting. With regard to the fourth bullet point under Principal Report: "math scores are <u>a little</u> below average."
- The October minutes were approved with additional clarification under Other Business-Fr. O.K. The discussion regarding income and expenses related to the campaign results to date.

Visitor Reports:

<u>Matt Pelan, Soccer Commissioner</u>

Matt presented information regarding the fall 2014 soccer season.

- There were 152 participants 1st-8th grades (15 teams) for CYSL.
- There were 36 participants in the micro league (pre-K – kindergarten).
- Player fees are $40 and may increase for the spring season to offset equipment costs. The most significant components of facilitating a soccer program are league fees and equipment fees.
- Since the fall season has ended, the athletic committee is in the process of parent surveys. Possible concerns from parents and coaches include the process of dividing teams, which can be complicated primarily due to numbers of participants for each grade.
- There are 21 schools participating in the CYSL. Certain CYSL officer positions (President, Vice-President and Secretary) are filled through a mandatory school rotation. St. Gerald's rotation is 2015 (Secretary), 2016 (Vice-President) and 2017 (President). Matt will fulfill the role as secretary for 2015. The CYSL officer positions generally are responsible for facilitating the league including evaluating game reports (to include information concerning referees, teams, fields and coaches).

<u>Mary Jo Thompson, Volleyball Commissioner</u>

Mary Jo presented information regarding the fall 2014 volleyball season. Refer to pages 4-5 for formal report provided by Mary Jo. Additional notes provided below that were not formally provided on Mary Jo's report but were discussed during the meeting.

- The fees of $50 have been the same for three years.
- Open gym is generally offered during the summer months as the gym is available.
- Total gym rental cost was up from last year approximately $1,400.
- The Volleyball Tournament fielded 10 teams which many are returning schools.
- Coaching evaluations performed by parents is in process.
- There are concerns from parents regarding the player evaluation process and team selection as well as creating competitive teams. Generally, the athletic committee follows the league guidelines of PAL. A PAL meeting will be held on November 12 to discuss 2014 season.
- Mandatory coaches training (online) is being launched this season for basketball and will be carried over to volleyball next season.
- Gate revenue is based on $1 per adult, $.50 per child or $3 maximum for a family. Gate and concession proceeds average $400-$500 on a Saturday.

- Consideration has been given in prior years to a family pass for all home sporting events at St. Gerald. Several concerns have been raised on how to regulate the number of home games allowed under the pass.

Principal Report (provided by Christy Keenan)-

Refer to page 6 for formal report provided by Christy. Additional notes provided below that were not formally provided on Christy's report but were discussed during the meeting.

- Michaela Goerke was attending the Catholic Educators Association Administrator's Forum.
- Terra Nova Test Results
  - This is the first year 8th grade was tested using Terra Nova.
  - Marilyn Wiebelhaus, an Administrator from the Archdiocese who oversees testing, visited with Michaela and Christy. She provided guidance on how to evaluate the results and what tools to best utilize.
- Ignite the Faith grant application
  - The Strategic Plan that is required to be in place to apply for available funds is in process. St. Gerald School has not had a Strategic Plan historically. This is also required as part of the accreditation process for the School. The expectation is that the Strategic Plan will be in developed by January 1.
- Title One Funds
  - St. Gerald has met with Ralston Schools and funding is available for math and professional development. No response has been received from Papillion.
- Textbook Loan Program
  - Textbooks made available to date are considered out of date (St. Gerald textbook series are newer than what is available through Ralston).

Maintenance Report summarized by Chris Sommers:

Refer to page 7 for formal report.

Finance/Budget provided by Jen Tselentis:

Minutes of the most recent Finance Committee meeting were provided prior to the SAB meeting. No meeting was held since the last SAB meeting in October. Finance Committee is meeting November 13.

Home & School provided by Katie Fehrman:

- Each teacher was provided $300 worth of Back to School bucks for classroom supplies. Unused dollars will be used for professional development
- Hy-Vee is no longer putting a limit on the amount of money to be returned to St. Gerald on receipts. Home
- Home & School reviewed the budget with Michaela.
- Family Night Out averages $150-$200 per night.
- Bake for Books implemented slight changes this year (baked fewer items/spent less on baking supplies compared to prior years and more reliance placed on school families to bring baked goods) which resulted in a net increase in proceeds of approximately $1,000.
- November 20 is National Catholic Principal Appreciation Day. Home & School is considering ideas to honor administration.

Recruitment Committee provided by Jen Tselentis:

The Committee is continuing to work on initiatives discussed in previous meetings. The most significant event in the upcoming months is Open House which is scheduled for January 25. Significant outreach efforts are being planned to ensure the Open House is well attended. It was suggested that phone calls be made to parishioners with non school age children ages 4-5. The Committee has asked the Men's Club to help underwrite the breakfast. The Committee also welcomed three new members.

Parish Council provided Kathy Yochum:

Minutes of the most recent Parish Council meeting were provided prior to the SAB. The Parish Council is working through feedback from the Leadership Meeting. The Parish Council is also evaluating ways to increase attendance at the Leadership Meetings through outreach efforts.

Pastor Report-No Report

School Advisory Board Goals

Discussion regarding action steps towards 2 of the SAB's goals (developed as part of Leadership Meeting initiatives).

1. Goal 4-Improve interaction of students and parishioners during weekend masses at 86th and Q.

   Chris will be contacting Frank Centarri to discuss how we can assist with facilitating school/family formation groups to serve as greeters or ushers. Jen Tselentis will develop list of contacts for 5th-8th grade basketball teams, Boy Scouts, Girl Scouts and Family Formation. It is suggested that we are assigned one weekend mass per month that we coordinate with a specific group/team.

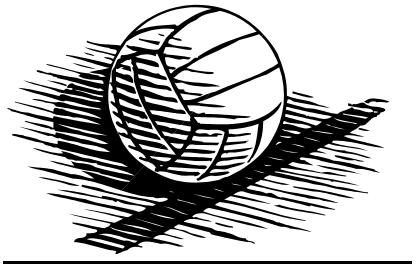
2. Goal 2-Improve visibility of the School within the Parish.

   The SAB will coordinate and update the bulletin board at 96th and Q on a monthly basis to showcase school events/students/activities. Chris will send a schedule for SAB members to sign up for each month.

Other

SAB Christmas Party will be on Monday, December 15th at 6:00PM at Jen Tselentis' home.

St. Gerald Volleyball Report and Budget 2014



COSTS:

- **2014 Registration Fee= $50.00/player**
- **# of Players for 2014 Season= 76 (Total Registration Fees= est. $3,800- Athletic Committee members fees waved so $3,600)**
- **# of Teams 2014: 10 Teams for Grade 4th through 8th Grade= Total of 10 Teams**
- **PAL League Fees:** $100.00 per team ($100.00 x 10 Team)= **$1,000.00**

Uniforms:

- Volleyball Jersey= $32.00
- Volleyball Shorts- $12.00
- No Revenue on Uniforms- Parent's pay actual cost

Referee Fees: $10.00 per game per team X 9 Games= **$90.00 x 10 Teams= $900.00**

PAL Tournament $20.00 X 10 Teams= $200.00

Total Ref Fees= $1,100.00

Coaches Shirts= $32.00 polo/$14.00 badger ($32 X 4= $128.00 + $14.00 X 4= $56.00)= **$184.00**

Gym Rental:

- Trinity Church (Ralston)- $35.00/hour (Total Use 2014 14 hours x $35.00)-= $490.00
- Holy Ghost- $25.00/hour (Total Use 2014 77.5 hours x $25.00)= $1,937.50
- **Total Gym Rental Cost= $2,427.50**

Equipment Budget:

- Ball Bags, score books and first aid kit ($20.00 per team x 10 Teams)= $200.00

Balls Pricing:

- Regular Balls 8 X $28.00 =$224.00
- Volleylites 15 X $24.00=$360.00
- Game Ball (included above)
- **NONE Needed for Season 2014**

Total Cost for Volleyball Season 2014= $4,911.50

Revenue:

- See ledgers gate and concession income- PENDING
- Volleyghoul Tournament 4th and 5th Grade October 2014= $2,369.00
- Registration Fees 2014= $3,600
- Pictures- PENDING

Total Revenue (without gate/concession and picture fees)= $5,969.00

Current Financial without gate/concession and picture fees= $1,057.50

Discussion Points:

- Team Evaluation Process
- Coaching Evaluation/Selection Process
- Volunteers
- Coaches children waived registration fees
- Coaches Training
- Role of the Parent in Athletics and St Gerald Athletics Philosophy

SCHOOL ADVISORY BOARD: November 11, 2014

PRINCIPAL'S REPORT

1. **Terra Nova Test Results** have arrived. Results will be presented at the next SAB meeting. After the teachers have had a chance to review the results at our faculty meeting on Thursday, November 20th, the home reports will be mailed to 3rd-8th grade parents.
2. **Veterans Assembly** today
3. **Items we are working on:**
    - **Strategic Plan** – beginning stages – there will be a SWOT analysis that will need to be done and surveys. Reviewing goals of the recent Parish campaigns to make sure the strategic plan goals do not duplicate he goals of the campaign
    - **Ignite the Faith grant applications** will be accepted after January 1st. 7.5 million dollars available to Archdiocesan schools. Strategic plan needs to be in place or in process to be able to apply for these funds. Would very much like the input of the school advisory board on what to request.
    - **Terra Nova results reports** – longitudinal and summary
    - Research on **math assessment**, remediation and individualized pacing programs. (Ex. Acuity)
    - **Title One Funds** – contacting each school district in which our Title One students reside to make sure we are receiving the funding that is due to St. Gerald under federal law
    - **Textbook Loan Program** – working with Ralston Public Schools to access textbooks available to St. Gerald under Rule 4 – State of Nebraska Textbook Loan Program
    - Ongoing work on **budget items** – carefully tracking deposits/donations and disbursements
    - **Evaluations of staff**/Observations
    - Revision of the **registration form/process**
4. **Recruitment** – some discussion about where the funding for the recruitment committee will come from – Home and School??
5. **Enrollment:** Three students – two from the same family have left since this school year started. A new family will be starting at St. Gerald after Christmas. They have three children: 7th grade, 5th grade and 1st grade. On Friday, Christy is giving a tour of the school to a family from Lincoln who is moving to Omaha. They have four children, three of whom are elementary age.
6. **Christmas tree** will be placed in the foyer of the school. We will be collecting socks, mittens and hats for homeless/needy families. These items will be placed on the tree and delivered before Christmas.
7. **Christmas program** will be December 11th at 7:00 PM in the gym for grades K-3.
8. Middle School will be going **ice skating** for their Christmas party.
9. We are beginning a **"uniform exchange" on Sycamore** under "break room" and then "classified ads". Families will be able to sell, buy and/or trade school uniforms and sweatshirts or sports uniforms on this site.
10. **January 25th: Open House at St. Gerald** for prospective and current families. Time 8:00AM-1:00 PM. Hoping to have the "Pancake Man"! This will kick off Catholic Schools Week.

AGENDA REPORT

October 15, 2014
FACILITIES MAINTENANCE COMMITTEE

Opening Prayer **– Ken T.**

Attendance – Dave **F. Verl S. Tim M. Tony J. Nick S. Ken T. Fred K. Joan L.**

EAST CAMPUS PROJECTS:

CURRENT

1. Kitchen – **Proj. complete, under budget $10,255.20**
2. Score board **– reported last month. Some discussion that it is not working. Nick reported that there was one weekend that the new Athletic facilities people could not find a cord. It was located but after the weekend. All good now.**
3. Re-roof – **it is difficult to get commitments and prices form the 4 companies contacted. M&M steel is willing and wants to do the project. Nick expressed concern that we have no plans, no timeline, and no prices. There was discussion regarding this. Ken True will follow up with M&M Steel to firm up the questions and report back.**

PENDING/HOLDING

1.

WEST CAMPUS PROJECTS:

CURRENT

1. Roof leaks – **Boone Bros. roofing was on site last month and repaired the EPDM that is pulling away from the wall and repaired some flashing. We have had no leaks since then. We do have an overflow roof drain in the FH that is leaking. This has been capped but we need to plan for this repair in the near future. No cost estimates yet.**
2. Restroom progress – Reported **on the tile pricing for the RR form Bath Pros. Reasonable, but there is more work to be done. We discussed the partitions, walls, lighting, floor and doors. Nick will get estimates for this and report to the committee and Fr.**
3. Chair work/pews – We **have enough material and Hobza will advise to repair the church pews. The chapel chairs will be discussed after the pews are repaired. Maybe we can get to this by 01NOV2014.**
4. Exterior painting – Revised **bid from McGill for $23,860.00 good through 2016. We were asked to split his into thirds, but the painters suggested that we start with the high parts and work down. No real way to make it into thirds.**
5. Sidewalks - Sidewalks **along 96th have been electronically reported to the City. Question about the front sidewalks and if we have a plan for the trip hazards? We will fast track this. (Plan in place by Brian Munchrath before noon today is completed)**

PENDING/HOLDING

NEW BUSINESS

Discussion regarding the house on Dodson Circle currently for sale. Real tough shape from a walk through by a small group of this committee. The augment is that we purchased the house on Tilford for land – the same augment holds for this property. Some discussion on the cost of renovating vs. the purchase price and the economics. We agreed that if the house is still on the market 17NOV2014 we will place on the agenda.

CLOSING PRAYER: **Tony J.**

NEXT SCHEDULED MEETING NOVEMBER 19, 2014 8:00AM