

Saints Peter and Paul Advisory Board Meeting Minutes from September 20, 6:30 pm

SCHOOL ADVISORY BOARD MEMBERS						
Term Expires	Member/Term		Member/Term		Member/Term	
June 2019	Mona Brownfield	2nd	Brea James	1st		
June, 2020	Dan Schuster	2nd	Ashley Wassmann	1st	Risa Venable (Appointed)	1st
June, 2021	Brad Atkinson	1st	Brent Drummond	2nd		
OTHER MEMBERS						
Fr. Bill Peckman						
Alan Lammers, Principal						

Call Meeting to Order: Brent

Opening Prayer/Reflection: “Our Father” led by Father Bill

Approval Minutes – Approved by Brea James, second by Mona Brownfield

Home and School Report:

- Grandparents day went well. 465 sandwiches served. Feedback on the day was many would have liked to know the timing and plan for the day earlier to help prepare.
- Looking for service project coordinator.
- New Fundraiser for the Fall of 2019 – Washers Tournament
- Working to increase Box Top and label collecting.
- Home and School was curious if Chrome Books. Alan reported they are
- Request that fund request forms from staff be turned in prior to next meeting which is Tuesday November 6th at 6:30.

Principal’s Report: Alan (See Below)

Pastor’s Report: Fr. Bill has been in all the classrooms once already and will get back into rotation now that he is back from his vacation. He will need to train 8th graders on how to perform the Benediction next week. Blessing of the pets on October 5th. Still working on church attendance. Families who moved from parish family to tuition family have been set up on automatic payment. There were 5 families who made the decision on getting caught up on sacraments (3 families caught up on sacraments and 2 families

moved to be a tuition). He stands firmly that is not about money, it is about the salvation of souls.

Old Business

- School Climate Surveys: Themes noted in reading through climate survey were Communication, Discipline and Technology

New Business

- Van use is picking up slowly. 2nd grade and preschool field trip and Preschool will utilize van this upcoming week. Getting this lined out for sports teams transport in an organized way is needed.
- Diocesan Excellence in Education Fund - Verification Report
- SAB Fall Newsletter is being composed
- Cafeteria Improvements –contacting Home and School about the possibility of helping to fund his process. Renovation ideas: dropping ceiling, improve acoustics to create a better meeting space in the school, windows replaced, sound system, etc.
- “End of Summer Bash” Sponsor Banners - Leave up, Take down, Renew?

Committee Reports: *These reports are to be emailed out and if there is nothing pressing then they will not be discussed during the meetings.*

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- **Finance:** Brent & Ashley – no report
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- **Fleet & Facilities:** Dan – no report
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- **Technology & Library:** Alan & Mona – chrome books are coming and are to be shipped in this week
- **Plan of Improvement:** Brea reported we are working towards these goals
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- **Lunch Committee:** Risa – kids have been talking about liking the new variety in the lunch room

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- **Athletic Committee:** Brad - Discussion of Uniforms needed to reflect dress code policy

Next Meeting: October 11, 2018 6:30 pm

PRINCIPAL'S REPORT
SCHOOL ADVISORY BOARD MEETING
September, 2018

Title I Services

Title I allocations for 18/19 have been reduced from \$15,878 to \$12,360. This is a result of lower enrollment in k-2 and a decrease in the poverty rate as measured by participation in the Federal School Lunch Program. To meet this budget reduction, the supply budget for Title I has been reduced to \$0 and Mrs. Ross will be providing services 4 days per week instead of 5.

School Lunch Program Audit - Corrective Action Requirements

As a result of the audit last April, there were two financial corrections that were required:

- Federal regulations require that an SLP (School Lunch Program) make progress toward charging full paying students the full reimbursement the SLP receives from the USDA for a "free" meal. For example, if the federal reimbursement for a qualifying meal is \$3.16, the SLP must be making progress toward that price being charged for those who don't qualify for free or reduced-price meals. Schools must raise prices at least \$0.10 per year. SSPP did not raise prices for 16/17 or 17/18. The school was required to move funds totaling \$3,400.00 to the school lunch program.
- Lunch program guidelines prevent unreimbursed meals from being served to adults who do not work directly for the lunch program. Teachers can no longer be considered cafeteria supervisors so they must either pay for the meal the program must otherwise be reimbursed. The school reimbursed the SLP \$2,088.00.

Staffing

- Evan Oswald has agreed to be the Head Boys Basketball Coach.
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- With Jennifer Kirchner receiving weekly chemotherapy treatments through December, Sharon Nave is a permanent substitute for the school. She is here daily co-teaching with Mrs. Kirchner and teaching in her absence. She is available to teach in other classrooms as well.

- Cafeteria Manager hired to start 10/1/18, Shelly Adair
- Melissa Spence is returning to school after surgery soon.
- We have new Script coordinators: Cindy Larm, Julie Lauer, and Darlene Smith

Security Cameras

The cameras are functioning and this project is being closed out. They have been used by administration to help with discipline. There have been 4 serious discipline issues to-date this year.

Long Range Plan of Improvement: Year 2, 2018/2019

- ~~Phase 2 of the playground improvement plan will be implemented~~
- School administration and faculty will consider additional programs, including training, to promote decision making, problem-solving, and conflict management skills
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- The school administration will work with faculty and staff to develop plans to obtain permanent certification and/or other necessary educational requirements.
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- The school advisory board, the parish finance council, and school administration will study ways in which to add specialized staff for art, band, and foreign languages.
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- The principal and faculty will use the Iowa Assessment program to implement the standards of learning and address areas of curricular weakness. 3rd-8th grade takes the test
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The principal and preschool teacher will develop a schedule with identified teacher plan times and breaks for the teaching assistant.

Alan Lammers

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