

**St. Columbkille School Advisory Council  
Meeting Minutes**

**Location:** St. Columbkille School Library

**Date:** June 6, 2013

**Roll Call**

<b>Role</b>	<b>Name</b>	<b>Present?</b>
Pastor	Fr. Damian Zuerlein	yes
School Staff Principal	Mrs. Mary McGuire	no
Council Officers President Vice President Secretary	Dr. Kristi Preisman Mr. David Woodard Mrs. Barb Muellner	yes yes yes
Other Council Members	Mrs. Amy Bova Mrs. Kim Chase Dr. Gintaras Duda Mr. Jared Hollinger Mrs. Mindy Pelton Mrs. Kim Sobczyk	no yes yes no yes no

**Opening Prayer**

- The meeting was opened with a prayer led by Fr. Damian.

**Opening Statement**

- K. Preisman welcomed Fr. Damian, incoming Assistant Principal, Mrs. Brandi Redburn, new 2013-2014 Council members Tracey Brousek, Terry Buckman, and Jason Caul and Council members.

**Principal's Report- Fr. Damian for Mrs. McGuire**

- This is a time of transition as preparations are made for the upcoming school year and the arrival of our new principal, Mr. Jim Makey, and Assistant Principal, Mrs. Redburn, on July 1<sup>st</sup>. Currently, Mrs. Leimbach and Mrs. Hixson are present in the school office for the month of June.
- A potential third kindergarten class will be added if a few more kindergartners enroll. Communication with kindergarten families was discussed. Mrs. Leimbach will be contacting new families to keep them notified of important information and upcoming events. K. Preisman announced there will be a kindergarten welcome picnic in August. Mrs. Redburn will talk with Mrs. McGuire about scheduling a date during the week before school starts. The park in downtown Papillion will be reserved for the picnic and

kindergarten teachers and administration will be invited. Some initial discussions on forming a family mentoring program had occurred earlier this year and it was decided to try to put this in place this summer. K. Preisman, D. Woodard, and J. Caul volunteered to act as mentors and contact new families this summer.

- The school office will be open August 13<sup>th</sup>-14<sup>th</sup>.
- A mural is to be painted in the hallway, scheduled to be started this summer with a goal of completion by the AdvancEd visit in the spring.
- D. Woodard advised that the new school website will be up and running soon and that announcements will now be on the front page of the website with a link to the current calendar with the goal of improving communication. Deb Williss is handling the website project on behalf of the school and can be contacted with questions.

#### **Finance Committee/Pastoral Council Report - D. Woodard**

- The budget has been approved. The after-school care program finished in the black with an extra \$4000 over the budgeted amount. It has been requested that before-school care start earlier next year and this is being considered.
- The Church reconstruction project has reached completion with a few small projects in the final stages.

#### **Athletic Council Report – D. Van Haute**

- Soccer season has wrapped up. Volunteers for the soccer program are needed. Baseball and softball are ongoing. The Crusader Classic begins June 13<sup>th</sup> and runs through the weekend. Registration for fall soccer and volleyball is underway.
- Mrs. Redburn advised she is receiving training so that the Safe Environment course for coaches and other volunteers can be offered at St. Columbkille in the future.

#### **President's Report-K. Preisman**

- K. Preisman has received more feedback from teachers for revisions to the handbook. The glossary has a few terms to be completed. The athletics section, glossary of terms, enrichment and grade level information will be drafted so that the changes and additions can be easily made in the future. K. Preisman will work with Mrs. Williss to format and post on the school website.
- D. Woodard led a discussion on the School Parent survey, comparing results from previous years. There was a larger number of respondents this year but it is not known if more families responded as both parents can fill out a survey. A question may be added to clarify if more than one parent per family fills out the survey next year.
- K. Preisman has received some inquiries about safety in response to the email sent to parents soliciting comments and questions. Due to parental interest, the Council determined a Safety Committee would be formed in the coming year.
- The Council reviewed the SAC yearly goals and accomplishments for the year.

- K. Preisman announced open positions for the 2013-2014 school year. The Council voted and elected K. Preisman President and B. Muellner Vice-President for the coming year. The Secretary position is open. A Council representative is also needed for the Pastoral Council which meets once a month. Members were asked to chair special events, including the Welcome Picnic for kindergartners, the Stephen Center dinner and snacks during Mission week. Committees were formed with K. Preisman chairing the picnic planning, T. Brousek chairing the Stephen Center dinner and M. Pelton handling the snacks for the Mission.
- K. Sobczyk attended St. Columille 101 in June. K. Preisman will be attending in July and J. Caul volunteered to attend in August.

### **Committee Reports**

Committees reviewed yearly goals and accomplishments.

#### Alumni Projects – D. Woodard

- D. Woodard has combined all alumni information gathered from several sources into electronic format and will be passing the information along to Deacon Krueger who will be taking over duties this committee previously handled.

#### Enrichment – K. Preisman

- The committee has received a budget which shows that finances remain to support enrichment programs in the coming year. A few new enrichment groups are in the planning stages for next year, including Zumbatomic, Art, and a Science Fair for seventh/eighth graders.

#### Building and Grounds - K. Chase and J. Hollinger

- The Finance Council has approved carpeting hallways and office floors in line with the 5-year plan and this project is being completed this summer. It is projected that the wish list for Building and Grounds improvements will be changing as the new administration transitions.

#### Development – M. Pelton

- M. Pelton discussed the formation of the AKTS Service Club for seventh and eighth graders.

### **Series Policy Review**

- D. Woodard has compared the existing school policies to the Archdiocesan policies and reported he found no direct conflicts. He will be sending Archdiocesan policies and school policies with changes to Council members.

### **Open Discussion**

- D. Woodard suggested that wording in the school handbook be changed from current wording that requires parents to sign stating their children have read the handbook in its entirety.
- Changes to the school handbook mid-year can be difficult to implement, especially with regard to uniform requirements. It was recommended that all changes to the school handbook be made prior to the beginning of the school year.
- D. Woodard raised a question in regard to structural support of the tornado shelter area at the school. Fr. Damian will discuss this with maintenance staff.

There being no further discussion, K. Preisman thanked outgoing Council members K. Chase, K. Sobczyk and D. Woodard. The meeting was closed with a prayer led by M. Pelton.

### **Next Meeting**

August 8, 2013

### **Minutes Preparation**

B. Muellner