

St. Columbkille School Advisory Council  
Meeting Minutes

**Location:** St. Columbkille School Library

**Date:** January 2, 2014 – 7PM

Roll Call

Role	Name	Present?
Pastor	Fr. Damian Zuerlein	yes
School Staff Principal	Mr. Jim Makey Mrs. Brandi Redburn	yes no
Council Officers President Vice President Secretary	Dr. Kristi Preisman Mrs. Barb Muellner Mr. Jared Hollinger	yes yes no
Other Council Members	Mrs. Amy Bova Mrs. Tracey Brousek Mrs. Mindy Pelton Mr. Terry Buckman Mrs. Suzy Plambeck Mr. Kirt McAlpine	no yes no yes yes yes

**Opening Prayer**

The meeting was opened with a prayer led by K. Preisman.

**Opening Statement**

K. Preisman welcomed the group.

**Principal’s Report- Mr. Jim Makey**

1. How other Catholic Schools teach Art.
2. We have staff development tomorrow. We will be spending the day looking at our Archdiocesan Curriculum Content Checklists, doing some analysis on our Terra Nova and Explore testing results, and developing Improvement Plans to address deficiencies that we discover.
3. The Safety Committee continues to meet monthly. We are looking into the possibility of purchasing new interior door locks. Initially we were looking at push button locks so that we could go into lockdown in a matter of seconds. They now have door locks with key holes on both sides. This is so the students cannot lock the teacher out of the room as a prank. Bill is looking at the pricing on these. I would ask HSA to pay for them.

Also, Chris Whitted, of the Papillion PD was able to increase the crosswalk light from 20 seconds to 30 seconds. Additionally, he was able to get the sign changed when you are traveling east to 15 mph when students are present so that it is now consistent both ways.

We also purchased some walkie talkies to try out and see if they will help our communication among staff. HSA agreed to reimburse us for those.

4. We really need to consider a new Student Information System. We use a combination of PDS, Jupiter Grades, and paper files. A new system would help consolidate most of this. We would probably still keep using PDS for our accounting system, but we would go with Sycamore for grades, student contact information, health information, lunch accounts, etc. The cost is higher, but the potential is so much greater that we may be able to consolidate some of the things we are doing or planning to do which would bring the net cost down.
5. We are planning on piloting an online math program the second semester in 4th, 5th, and 6th grades. Students will work on individualized math for an hour and half per week. Aleks Program.
6. AdvancEd continues. Part of what we are doing tomorrow fits into that. Our External Team visit is March 3-4.
7. Following that we are going to jump right into Math PD with our March 14th staff development day. Hopefully, we will be able to have a 2-pronged attack and do differentiation with the rest of the teachers.
8. Title I and Title IIA were discussed and the administration is working on claiming approximately \$12,000 between the two programs.

#### **Principal Report Comments and Discussion**

**None**

#### **Pastor's Report – Fr. Damian Zurlein**

First Reconciliation is coming up shortly.

The budgeting process begins again shortly and parent tithing is down substantially that will impact tuition levels next year if last minute giving does not substantially increase.

Administration review process begins this month. SAC Board will submit a review of how administration interacts with the board.

#### **Finance Committee/Pastoral Council Report – T. Buckman**

**- No report**

#### **Finance Committee/Pastoral Council Report Comments and Discussion**

**NONE**

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

**NONE**

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

No report.

## **Committee Reports**

### Teachers and Stewards for Kids (TASK) – K.Preisman/T. Brousek

T. Brousek reported that the committee is receiving regular signups of approximately 2-3 per week.

### Enrichment – K. Preisman

There will be 2 registrations in the Spring. This will include a construction club and debate club starting the second semester.

### Building and Grounds – J. Hollinger

Work continued on the school signage and is awaiting final estimates

### Development – M. Pelton/A. Bova/B. Muellner

No report.

### Acts of Kindness Through Service (AKTS) – M.Pelton

No report.

### Mentorship Committee – K. Preisman

## **Open Discussion/New Business & Outcomes**

### All School Survey

The all school survey is in February. Mr. Makey will give access to T. Buckman and he will administer survey the week of February 10th (Wed - Wed). SAC Board will review questions at February Board Meeting and finalize any modifications or additions to the questions.

## **Series Policy Review**

### Past Approval:

“Technology - Acceptable Use Policy – Students” - motion to approve by T. Brousek, second by K. McAlpine. Motion carried.

“Non-Discrimination Policy”: motion to approve policy as-is by T. Buckman, second by S. Plambeck. motion carried.

“Employee Internet - Appropriate Use Policy”: B. Muellner will review policy and will shorten policy to summarize because long-form will be incorporated in the employee handbook.

New Review:

“Parent Service Hour Program - 5005.1”: Changes were discussed and a new version will be reviewed and approved by the council at the next meeting.

“Student Medications - 5007.1”: Changes were discussed and a new version will be reviewed and approved by the council at the next meeting.

“Scope of Supervision – 5011.2”: J. Makey will look into the "School Hours" release process and report back at next meeting so council can decide if modifications are necessary.

**Closing**

The meeting was closed with a prayer by J. Hollinger

Next Meeting: Thursday February 6<sup>th</sup>, 2014 – 7:00PM (School Library)

Minutes Preparation: J. Hollinger