

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

Location: St. Columbkille School Library

Date: September 5th, 2013 – 7PM

Roll Call

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

Opening Prayer

The meeting was opened with a prayer led by J. Hollinger

Opening Statement

K. Preisman welcomed the group and informed that Jason Caul has resigned from the SAC due to a relocation.

Pastor's Report – Fr. Damian Zurlein

Mural has been finished. Fr. Vogel is teaching about the different aspects of the life of St. Columbkille in his classroom visits so that all the students would have a better understanding of St. Columbkille. He is also looking to teach some of the music to the students that St. Columbkille wrote. There has been a request from some of the teachers to add another student to the mural – a girl, placed close to the boy pointing toward Jesus. David Reiser will come back and add a girl later when he finishes his present mural work in Colorado. This may not be until Thanksgiving.

Financial work to clean up the recording of tuition and other fee payments from last year is complete and some families will get letters asking for help to clear up the discrepancies that may exist.

Sacramental preparation programs have begun. Confirmation had one meeting and has the next one scheduled for September 22nd. We have received word from the Archbishop's office that Confirmation will take place May 18th. First Reconciliation preparation will have its first parent session on October 15th. First Reconciliation will take place January 25 and Feb 1st.

The annual report will be given at all the Masses this upcoming weekend. Reports were mailed out last week. Family Fun Festival will be the following weekend. The weekend of Sept 21-22 we will be showing the video for the Archdiocesan Campaign at all the Masses – this is for the annual appeal, the big campaign is still one year away.

Stewardship weekends for the parish will follow in October. Reminder to all school families that they need to update their year pledge card at this time each year.

Principal's Report- Mr. Jim Makey

- Enrollment is at 510 but will reduce to 508 with the transfer of the Caul family.
- Using the electronic version of the Thursday White Envelope has gone well. I've heard only positive feedback so far. We need to figure out if our SIS (Jupiter Grades) will give us a list of students' families that do not receive the email blasts or have an email address at all. Mr. Makey has asked teachers to update Jupiter grades every 2 weeks.
- We completed two fire drills and will be scheduling more. We need to do 10.
- Our Emergency Response Team has met and reviewed procedures. Mrs. Redburn and Mr. Makey will be attending a workshop for the purpose of developing a lockdown drill.
- Our AdvancED Committee has met and reviewed the requirements that we need to complete before our accreditation visit. Don Loseke, from the NDE, was here to go over some things with us. Some of us will be attending a workshop in Lincoln on Oct. 29-30 in Lincoln. I think we all have a better understanding of this process now. The anticipated school visit will be in the Spring of 2014.
- We have established a School Discipline Committee that will be working on school-wide discipline and a bullying prevention program. This program fits well with the existing "Discipline with a Purpose" program already in place.

- We are starting a Student Assistance Team. This is to help students that need extra help. It will monitor Intervention plans and 504 plans.
- The Sept. 30th and Oct. 1st staff development are going to be devoted to the interventions we have available for students. How to use them effectively and then how to assess and monitor progress which in turn will lead to sound instructional decision making. We're also very excited about TASK and want to use them a lot. This is one of our strengths compared to the rich public schools that have lots and lots of resources.
- We also started a Principal's Advisory Committee. We felt this was necessary since our office staff has a grand total of 1 year's worth of experience in the system.
- Some of our teachers are getting their websites up. They are getting some good feedback from parents. Of course, the thing now is to keep them updated and beneficial.
- Curriculum Nights seemed to be well-attended and received. Mrs. Redburn and I were able to get into each teacher's classroom for at least one presentation.
- Testing will be coming up the end of this month. These include the Terra Nova and InPlan.
- I am looking at some of our supervision and dismissal procedures especially before and after school. We need to tighten some things up there so please plan to see changes in the coming weeks.

Principal Report Comments and Discussion

T. Buckman inquired about the publication of our standardized testing because St. Columbkille is listed in last place on www.greatschools.org because of the lack of published scores.

(http://www.greatschools.org/search/search.page?search_type=0&q=papillion&state=NE&distance=5&gradeLevels=e)

T. Buckman voiced concerns that the morning recess was eliminated in the elementary grades. It was asked that this change be reconsidered by the administration.

A.Bova highlighted that the flashing traffic lights on Cornhusker are not coordinated and sometimes do not flash at the same time. The fact that we do not have lights devoted to our school children is a safety concern.

Finance Committee/Pastoral Council Report – T. Buckman

Pastoral Council meeting was held on August 14th, 2013

There was discussion regarding the Gallup ME25 survey results completed by the parish earlier in the year. The Pastoral Council initially identified three areas that might be improved and Fr. Damien asked the group to consider ideas for how they might be

improved to discuss at the next meeting. The areas initially identified are: "My faith has called me to develop my given strengths;" "In the past month, I've received recognition or praise from someone in my parish;" and "In the last 6 months, someone in my parish has talked to me about the progress of my spiritual growth."

Fr. Damien led a discussion about possible future property acquisitions and the strategic vision for the Church and School complex.

Anthony Connet, Youth Council leader, relayed the recent-past activities of the youth council as well as some future events.

John Larson from the Stewardship Committee led a discussion regarding upcoming Stewardship activities, the highlight of which was a discussion about the implementation of the new software to assign, track and monitor Stewardship activities.

There was no Finance Committee representative present.

Terry Buckman provided the Pastoral Committee with a copy of the Parent Surveys and a copy of Mr. Makey's principal report and relayed that the SAC would be diving into the survey results to identify some priority areas for improvement.

The next Pastoral Committee meeting is on September 11th.

Athletic Council Report – D. Van Haute

3 v 3 Soccer Tournament was a huge success.

Soccer and volleyball seasons are underway.

Basketball registration has begun. Deadline is 9/27.

Received a good number of volunteers at the School Open House.

Volunteers are being invited to the next Athletic Council meeting.

President's Report-K. Preisman

K. Preisman distributed the goals that the SAC members submitted as potential themes for the year. No obvious choices were apparent and a discussion took place the analysis prepared by T. Buckman. Several items were highlighted and discussed including:

Item #36: "Provides a lunch program appropriate for students". T. Brousek shared the communication between a Columbkille parent and PLV dietitian. Very positive feedback. B. Redburn shared that St. C will be getting a fresh fruit/veg bar as part of the lunch room.

As of last week, eighth grade students are allowed to sit with their friends during lunch. This privilege will be considered for seventh grade students. M. Pelton asked if students could have a mid-morning snack to hold them over until lunch time. Mr. Makey and Mrs. Redburn are considering providing cartons of milk to classrooms.

Item #13: "Provides mentoring and programs that inform and are helpful to parents". A discussion was had about potential options to help parents stay informed (i.e.: website link to ask questions, social dinners, mentoring committee)

It was brought up that some comments on the survey seemed to be misconceptions which could easily be communicated to parents.

Father Damian suggested that we conduct the survey again in January to see if progress has been made.

Teachers and Stewards for Kids (TASK) – T. Brousek

TASK is in its third week. Parents have been volunteering time in the teacher's lounge on Tuesday afternoons and Wednesday evenings. The Tuesday sessions have had more people than the Wednesday evening sessions. Parents have been laminating, cutting, tracing, searching, creating, etc.

On Wednesday, Sept. 4th, TASK held a parent meeting for those that wanted to help more directly in the classroom. Sixteen parents attended and have volunteered to assist five teachers. Parents seem excited and happy to have this opportunity at the school and we believe we are assisting the teachers and allowing them a bit more time to focus on the important aspects of the classroom.

Committee Reports

Enrichment – K. Preisman

Registration for enrichment will begin on Thursday, Sept. 5. It will be online registration thanks to the work of David Woodard. The following clubs will be offered: Children's Choir, the Conversation Club, Rosary Club, Speech and Debate (spring only), Construction and Design club (offered in fall and repeated for a new group in the spring), Vex Robotics, Lego Mindstorms, and Yearbook. Club schedules will be posted to the website.

Building and Grounds – J. Hollinger

J. Hollinger and Terry Buckman will schedule a time with Jim Hesse and Mr. Makey in September to review the plan and update with any new requests from Mr. Makey.

Development – M. Pelton/A. Bova/B. Mueller

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

Acts of Kindness Through Service, A.K.T.S. met after school on 9-5-13 to nominate officers. Elections will be held in two weeks. Students presented findings of suggested individual and group service projects.

(Well Cove, Kids Against Hunger, All Play, Guatemala Sister City, Sump Memorial Lib., Food Pantry, Teddy Bear Hollow, Used Book Sale)

Subsequent meetings will take place as needed during the school lunch break in a designated classroom. Seventh and eighth grade students were shown how to create an account and secure service opportunities on the new parish and school stewardship tracking system called Volgistics (Volunteer-Logistics). A.K.T.S. students will be able to print a record of their total service hours. All accounts will be deleted upon eighth grade graduation.

Series Policy Review

None

Open Discussion

Goals Determination

Art Reach: M. Pelton expressed concerns about the program and the ultimate need to hire a part-time art teacher rather than rely on volunteers only. Discussion was had on ways to attract a volunteer teacher (i.e: UNO, Creighton, College of St. Mary's, Bellevue University, Parish volunteer). Father Damian suggested we table the discussion until next month and have a thorough discussion about the program and needs.

Science Curriculum: Discussion was had on the science curriculum and options to modify and improve the curriculum. Mr. Makey expressed concerns about understanding the curriculum cycles to ensure that we do not waste resources on investing in a curriculum package that could be changing.

Safety Committee: K. Preisman requested that there be a volunteer from the SAC be on the newly created safety committee. T. Buckman volunteered.

Comment Button: T. Buckman suggested that we make the SAC comment button more visible for parents. B. Redburn will create an additional button under the "Contact Us" tab.

Open SAC Spot: T. Brousek made a motion that we table the discussion and election of an SAC member until the October meeting. Motion was seconded by J. Hollinger. Motion carried.

Next Meeting

October 3rd, 2013

Minutes Preparation

J. Hollinger