

Providence Catholic School Education Committee
August Meeting Minutes
Meeting Held on August 25th 2009
7:00 P.M. @ SFX Parish House

Attendance: Todd Meyers, Steve Reiter, Mary Sue Lux, Ray Gromacki, Lori Weis, Roy Christensen, Ruth Danner, Ryan Buchberger, Dayna Quast, Mike Gallagher, Donna Zolinski-Stevens, Fr Jim Vojtik

Absent: Eric Holmes, Matt Erdman

Meeting was called to order @ 7:02pm with opening prayer led by Steve Reiter

Pastor Comments:

Father Jim's hours will be as follows Tuesday & Thursday, Saturday & Sunday.

Principal's Comments:

- A new Sick Policy was approved via an email vote in early August
- A new visitor policy has been instituted. Each visitor will be required to wear a badge
- As part of the Safety Policy, there will be regular fire drill and lock down drill once a month
- A binder will be created for Teacher Subs. with lesson plans and policies
- Teachers trained on Option C

June meeting minutes were reviewed and a motion to accept was made by Mary Sue Lux and seconded by Ryan Buchberger.

Welcoming New Members

- Todd welcomed Donna Sevens and announced that Matt Erdman will be joining the committee
- Todd read an email from Susan Madrigano. Susan has resigned for the Education committee for personal reasons. We will be looking for a replacement for Susan.

Review Constitution Update:

- Will review @ Sept. meeting and vote on.

Current Year Admission

- Currently there are 98 students enrolled with two new families at Providence
- PreK 3 M.W. – (14) children, T. Th. (8) children, PreK 4 M,W,F (19) Children
- 5 new enrollments at the daycare were due to the parades

School Staff Report

- 2nd Grade teacher has resigned
- A new teacher was hired. Her name is Shelly Wachter

Early Release/After School Care

- There is a concern with 8-9 students leaving ½ hour early which causes a shortage of classroom time and disruptions class
- Donna presented several options for correcting the issue. Donna prefers changing bus route to Option 8 (see bus issue doc.). This option will increase bus cost \$720 for this year
- Steve motioned to pay the additional \$720(Option 8) Ray seconded it. All were in favor
- Donna will notify families that it will affect and will field any questions.

Payroll/Direct deposit

- Currently, our system requires two (2) signatures for issuing any checks. McMahon-Veltus takes care of our accounting needs and charges us \$3000/ year. Using this same service, it would be about the same cost for hard copy or direct deposit.
- Raffles would still need to be hard copy checks.
- Donna presented a new company, Skyward, who can set up a new program up for us. This has additional costs and training requirement. Donna will gather more information for September's meeting.

Updated Master Calendar

- Updates will be made and distributed

Update on construction of daycare ramp

- Ray, Lori and Todd met with the SFX/SJB Common Council
- Bill Lauzon offered to work with Roy and Ray on getting permits and speaking to Don Fox, Paris building inspector
- SFX/SJB have a concern that there maybe asbestos.
- Ray motioned to have asbestos check if cost was between \$100-\$150 Mary Sue seconded it. All were in favor

Discussion of monitoring service hours

- Service hours policy has not changed families are just be held accountable for them now
- A letter will be written and sent home to explain the tracking system at which time the time sheet will be posted on website so people can download and print sheet
- Mary Sue will be tracking service hrs
- A Virtus training will be held on September 14, 2009 for individuals needing training

Computer update

- West campus computer lab was rebuilt
- We received matching funds that were raised
- Laptops were distributed to teaching staff
- The Committee is still working on Smart Boards
- The Committee will advertise our computer lab updates in marketing

Athletic Directors Update

- Softball signup sheets will be posted and the Tournament will be held Sept 12, 2009
- Aluminum cans brought in \$196.00
- Paris School has agreed to open their gym to us as our home gym for sporting events

Signage

- Signs will be moved to new locations

Home & School Report

- H & S will be broke down into Two committees Fund raising and PR
- SJB & SFX has shown interest in Bingo... We will contact SRB & SMD to see if they are interested
- Bingo will have two teams for Concession & Bingo. Games will be run two Saturdays a month.
- Steve motioned to approve bingo Ray seconded. All were in favor.

Treasure/budget current & yearend/outstanding tuition/finance

- Finished with a balanced budget of \$150.79
- 09-10 Enrollment is lower than projected while the Preschool has exceeded projections
- Subsidies from parishes are lower than anticipated
- Outstanding tuition was reduced by \$8.5k
- Steve will put together Annual Report for the parishes

Supporting Parishes

- Sister KD will be the liaison for SJB & SFX

Community Comments

- SJB will be celebrating their 150th year. Set up may need some help on Saturday Morning
- SRB will be having there Fall Festival September 19th. Please attend if possible.

Closing prayer was led by Steve Reiter

Meeting adjourned @ 9:15p.m.

The Next meeting is Tuesday October 27, 2009. Prayer led by Lori Weis