

# Format for Committee Reports

## St. John Vianney Parish

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### School Committee

**Date of Meeting:** November 5, 2014

**Members Present:**

Rob Durham (Chair)  
Abe Fisher (Chair Elect)  
Victoria Alberts  
Maureen Bouda  
Judy Kile  
Heather Kormanik  
Elizabeth Lange  
Tricia Piette  
Chris Gordon (Principal)  
Pam Pyzyk (President)

**Members Absent:**

Lynn Byrne

**Guest:**

Emily Rittgers - K5 Teacher  
Nancy Arena - Learning Support Teacher  
Clare Lange - Learning Support Teacher/ Co-Chair of Home and School  
Janet Fisher- Co-Chair of Home and School  
JoAnn Cekanor – Pastoral Council Liaison

### 1. Welcome and Faith Sharing

### 2. School Updates: Enrollment, Staffing, Curriculum, School Initiatives:

- a. President Report -
  - i. Registration open for current school families until 11/17
  - ii. Fewer tours this year than last
  - iii. Current Enrollment 459 – budgeted for 455
  - iv. Annual Fund – As of 10/31 total pledged is \$95,218 and collected is \$83,379  
Goal is \$195,000.
  - v. Catholic Identity Initiative- Fr. Phillip will provide a parent series consisting of three presentations on 1/14, 2/25, and 4/22 from 6:30 to 8 pm in Presentation Hall.  
Possible title is “Today’s Catholic Family” which will highlight relevant topics.
- b. Principal Report –
  - i. Staffing – Clare Lange began as learning support teacher. Ann Marie Hess and Kelly Feng hired for lunch supervision. Terri Manning’s hours expanded.
  - ii. Curriculum –
    1. Chris will have parent information available at conferences and be able to discuss MAPs, and other curriculum initiatives with parents.
  - iii. School Improvements
    1. Catholic Identity – Faith formation Tuesdays with Fr Phillip and professional development plan identified by team of faculty.
    2. Differentiated Instruction – Initial drafts of foundation statements have been completed and are pending approval by faculty.
    3. Writing – Writing instruction and practice is integrated into all content areas and specials.
  - iv. Parking lot safety discussed

### **3. Teacher Reports**

Mrs. Arena – With the addition of Mrs. Lange to the learning support team, learning resource will soon be up and running as it was intended to be.

Ms. Rittgers – Kindergarteners will be attending the all school liturgy for the first time this week and will be together with their buddies for mass this week.

### **4. Home & School –**

- Dine out at Chili's through 11/13. Mrs. Gordon and Mrs. Pyzyk co-hosting on 11/13
- Musical tryouts for Shrek Jr. will be in December
- Scrip Holiday campaign sent out to families
- Barnes and Noble book fair will be 12/4 and dine out night at Red Robin and Stir Crazy

### **5. Subcommittee Chair Updates**

- a. Finance –
  - i. Reviewed benchmark study
  - ii. Looked at financials for past three months
  - iii. Reviewing school budget for next year
  - iv. First year for private school tax credit. Statements will be mailed out in January.
- b. Advancement –
  - i. Shamrock Success – distributed to school and Christian formation families
  - ii. Letter is out to freshman and alumni for mass on 11/19
  - iii. Stepping stones - 2 & 3 yo letters are done. Waiting for bibs to mail out 1 yo letters.
  - iv. Open House for K4-K5 students
    - 1. Committee members signed up to help at Open house
    - 2. Yard Signs/Posters- will be ready for pick up in Parish office next week
      - a. Elizabeth will assign quadrants for sign placement based on where people live
      - b. Will work with H&S on recruiting tour guides/volunteers
  - v. Community Committee – Discussed potential volunteers to spearhead committee.
- c. Long Range Planning
  - i. Starting to look at the Parent Survey to improve our customer satisfaction
    - 1. Chris is going to post the trend data from past 3 years of surveys
    - 2. Any changes to the survey will be made by March 19, 2015 to allow time for pastoral council to approve.
- d. Policy
  - i. Will look at adding policy to help with parking lot safety
  - ii. Looking at grade advancement policy at December meeting

### **6. Follow-up Work – Person (s) Responsible**

- a. Consider participating in the Home and School meeting on 11/19
- b. Consider the placement of Open House yard signs/posters in your area - high traffic/high visibility yards. Signs will be ready to pick up in the parish office by the end of November
- c. Review the Survey that is posted on the Google Drive – respond via email to Abe Fisher before the Long Range Planning meeting on 11/19

### **7. Next Meeting: January 12, 2014 at 6:30 p.m. (CLN)**