

# Format for Committee Reports St. John Vianney Parish

Name of Committee: School Committee

Date of Meeting: April 24, 2017

Members Present: Lynn Byrne, Chair  
Jennie Minessale, Vice-Chair  
Palma Forte, Secretary  
Elizabeth Lange  
Barb Corby  
Joseph Budovec  
Joy Graf  
Annmarie Hoyme  
Barbara Bongard  
President Pam Pyzyk, ex-officio  
Principal Dan Demeter, ex-officio  
Laura Russell, former Home & School Liaison

Members Absent: Joann Cekanor, Pastoral Council Liaison

Guests: Will Jackson, Physical Education Teacher  
Kathy Andreucci, 4 Year Old Kindergarten Teacher  
Barb Novy, 3rd Grade Teacher  
Kenneth Kern, Pastoral Council  
Brian Schloemer, Pastoral Council  
Barbara Bongard, School Committee Nominee  
Tanya Baynes, School Committee Nominee  
Jennifer Bergin, School Committee Nominee  
Sara Dwyer, School Committee Nominee  
Kathryn Nova, School Committee Nominee (part of the meeting)  
Laura Russell, School Committee Nominee  
Karla Schmitt, School Committee Nominee

## 1. Topics/Issues/Projects/Strategic Plan Initiatives Discussed

- School Committee Guidelines were read/reviewed; advised nominees about committee meeting and common leadership night commitments, as well as the requirement to serve on 2 of the 4 subcommittees, with each of the subcommittees meeting approximately monthly; subcommittee meeting dates will be determined after the School Committee and Subcommittee discernments have been completed; reviewed the 2016-17 School Strategic Plan accomplishments with nominees.

Sometime between June to August 2017, there will be an orientation meeting for new committee member officers and subcommittee member chairpersons with current officers and chairpersons.

In the SJV Parent & Student Handbook under School Organizations, information on the school subcommittee meetings, the responsibilities of the subcommittees, and flowcharts of the responsibilities of the subcommittees will be included.

Discussed what we did well this year and where we need improvement - The issues with Google drive were resolved and using the drive has gone very well this year; all that the committees and subcommittees have done this year has been added to the drive including expansion upon and detailing of the descriptions of chairperson duties, and all of the vendors used have been added. Marketing efforts for our new full-day K4 kindergarten program, including the K4 open houses,

were successful. We need to improve and have more communication among subcommittee members. We also need to continue to reduce reporting out at meetings and to have more working meetings.

Working meeting on May 8th to come up with 2017-18 strategic plan. On June 19th we will have a modified meeting for discernment. Questions that nominees will be asked were handed out to all of the nominees.

- **Teachers' Reports** - Will Jackson has determined the teams for this year's Rainbow Olympics scheduled for May 26, 2017. The 8th graders will be running the event stations. Kathy Andreucci's K4 Rumble in the Jungle was a huge success, and the students sang out loudly. Morning with Mom is upcoming scheduled K4 event. Barb Novy discussed the 3rd grade's upcoming field trip to the Brookfield Fire Station where the students will learn about safety. The students were given a homework assignment to come up with an escape plan. The fourth grade students are also using the chromebooks to do a mammal research paper.
- **President's Report - Enrollment 2017-2018** - As of April 24th, 360 students are enrolled (registration paperwork and deposit) for K4-8th grade for the 2017-2018 school year. There are 4 current students who are not enrolled plus 8 prospective students who have been provided tours and paperwork. If all of those students return registration paperwork and deposit, projection for enrollment for 2017-2018 would stand at 372 students, plus any new prospective families expressing interest after April 24, 2017.

**Annual Fund Update** - The total paid to date is \$117,121.86, which represents 58.5% of set goal of \$200,000.00. If all pledges are fulfilled, we are currently trending at \$129,778.18. We are hoping to roll out the Alumni Division yet within this campaign year. To date, all 3,100 SJV alumni listed in the alumni database have been cross referenced with the parish database to determine alumni that are current parishioners to update their information. In May, letters will be sent out to those included in the Grandparents and special Person Division inviting them to again participate in the campaign. Also, in May, fulfill the pledge letters will be sent out to all those parishioners who have pledged but have not yet fulfilled their pledge. A final fulfill the pledge letter will be mailed out the first week of June.

**K4 Program Update** - An additional 9 tours were provided to prospective K4 families between February 7th and March 1st. We have filled 40 of the possible maximum 48 K4 spots, with paperwork offered to one additional family. Of the 40 spots filled, 30 are registered for the full day program, 8 are requesting the half-day morning program, and two remain undecided at this time. An additional tour is pending for a family that made an inquiry last week.

**Construction Project** - Construction on the additional new K4 classroom has begun. President Pam Pyzyk has met with the project estimator, Dave Lauterbach, and architect, Rob Stensberg, to identify the work that needs to be completed regarding moving classrooms so that the new office construction can begin as close to June 12th as possible. There have been numerous meetings with designer, Nancy Mooney, in regards to the new school entrance and two new K4 classrooms. Pam Pyzyk will be meeting with Nancy Mooney later this week to review the final building finishes for the school. There have also been numerous meetings with architect Andrea Hunley. Work on the new school entrance is scheduled to begin the week of June 12th following the parish festival. The completion date for the two new K4 classrooms is targeted for the beginning of the 2017-2018 school year, and the completion date of all construction is targeted for Christmas 2017. Dedication with Archbishop Listecki is set for the Sunday of Catholic Schools Week, January 28, 2018, following the 11:00 a.m. Mass.

- **Principal's Report - Virtue Based Restorative Discipline (VBRD) program 2016-2017** - The 4th quarter virtue is respect. As the end of the school year approaches and as focus shifts a little bit toward the approaching summer break, the importance of respect for ourselves, each other, for the teachers, and for property will be stressed. The 4th quarter virtue assembly was held immediately upon the school's return from spring break. Part of the assembly included the eighth grade students leading discussions with the other students on what it means to be respectful and how we can show it on a daily basis. Year in Review - School staff is very pleased that all students, staff, and families are more aware of the virtues and how to live a virtuous life. On numerous occasions students have displayed the virtues (unity, compassion, service, and respect) we have been targeting. Students are much more aware of virtues and how virtues can guide our decision-making process. A great job has been done teaching about Catholic virtues, and class circles of students talking among themselves has

been instrumental in this process. Looking Ahead - Full implementation of the VBRD program is a 3-5 year process. This first year has been successful, but for next year the focus is to add a stronger parent component so that there is a strong connection between the efforts going on at school and families. Additionally, school staff wants to focus more on the restorative piece of the program, which helps students solve conflicts in a restorative manner, as opposed to punitive consequences where little is learned.

**2. Decisions Made**

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

**4. Next Meeting: Date/Major Agenda Items**

May 8, 2017

**To: Pastoral Council**

- FYI. No action needed at this time
- Please put us on your next agenda. See attachment.
- We need direction, please. See attachment.
- Other: