



School Advisory Council

Oct 16, 2024

Minutes

Call to Order: Mr. Hammons called the meeting to order at 5:01pm

Opening Prayer: Mrs. Shannahan

Minutes: Approved Oct 2, 2024, minutes

Principal Report:

- Enrollment numbers: PreK 47, K-8th 170 = 217 total
- Student Council started morning prayer.
- Poms team started today for K-4th grades.
- STEM and Science clubs starting this week.
- The Chess Club is now available for sign-up, K-4th grade.
- Mini PD accomplished for Staff, highlighting various kinds of prayers and stillness.
- Middle school retreat went well.
- Reviewed lock down drill feedback: Monument PD recommended magnets or Velcro options for the windows, and solid fabric on windows vs. see through drapes.
- Parent-Teacher Conferences accomplished; reviewed iReady parent reports for benchmark testing.

Finance sub-committee: Mr. Hammons

- Reviewed how the school budget should ideally be prepared with input from subject matter experts to ensure accuracy. Options were offered: 1.) The SAC can continue by out-sourcing additional expertise 2.) Shift responsibility to the school accountant with SAC's guidance 3.) Engage a volunteer financial planner to collaborate with the school and parish.
- Historically, the school had an accountant that managed the budget, however that person left, and the duties were not filled. Of note, HR at the parish currently oversees accounting responsibilities.
- Discussion around staff salaries for the next year included whether to increase beyond 3%, prioritizing budget allocations for school upgrades versus bonuses, or enhancing benefits by contributing more toward staff incentives.

- Staff incentives need to be clearly defined, with a focus on what would be most effective for retention, such as salary increases, bonuses, or better benefits.
- Professional development was highlighted as a significant incentive for teachers.
- Compared to District 38, salaries are currently 5% lower than previously and average at 80% of what district schools pay.
- It was highlighted that we need to start confirming if our budget is consistently tracked and evaluated each year.

Safety & Security sub-committee: Mrs. Jojola

- Provided handout for SAC review (attached to minutes).
- Recommended that the playground **not** be screened, highlighting instead increased situational awareness while outside with students.
- Students outside during drop-off & pick-up was discussed: The staff does not recommend students outside during pick-up as it creates a more chaotic environment. They feel it is fine and appropriate during drop-off. It was concluded that procedures will stay the same for now.
- Discussed quick reference cards: Request to laminate Standard Response Cards (SRP) to provide for teachers, staff, and volunteers (during volunteer time) that give quick guidance on appropriate action during emergency situations.
- Reviewed the need for a dedicated Security Team for the school. The principal said that the Parish Security Team is in discussions on security duties at this time, and it was made clear that they would include the school's needs as well.
- Discussed implementing more safety & security exercises during the school year.

Volunteer Sub-committee: Mrs. Torris

- Provided handout for SAC review (attached to minutes).
- Discussed getting a volunteer survey out to parents, this will go out ASAP per Principal.
- Reviewed options for changing parent volunteer requirements: 1.) Increase from \$10 to \$20 per volunteer hour, increase \$30 to \$40 per hour for penalty of unused volunteer hours, and no buyout option. 2.) Same as first but includes \$30 per hour to "buy-out" ahead of time. 3.) Similar to the first 2 options but includes a classroom fee i.e. \$25 and encourages community volunteering vs. classroom. (see the handout for all specifics outlined).
- The principal offered a vote for option #1, and for it to be incorporated in the handbook this January:
 - – SAC unanimously agreed.

Define an 8th Grade Graduate – Mrs. Shannahan

- Tabled until next meeting.

Next meeting suggested agenda: Mr. Hammons

- Define an 8th Grade Graduate for SPCS
- Sub-committee review/update: Academic, Marketing/Strategy, Catholic Identity

Closing Prayer: Mrs. Shannahan

Attendance: Alcia Thompson, Andrea Keough, Ann-Marie Jojola, Brooke Mandrill, Charles Biles, Chelsea Kilday, Jayme Oakley, Jessie Sullivan, Jon Thorpe, JP O'Hanlon, Karen Shannahan, Katie Torris, Kyle Goodroe, Linda Wilson, Maxine Biggs, Micah Shamash, Stew Hammons

Next Meeting: Scheduled for Nov 6, 2024, at 5:00 p.m.

Mission Statement:

The mission of St. Peter Catholic School is to partner with parents who are the first and primary educators of their children. Our challenging classical curriculum encourages students to achieve academic excellence and grow in their Catholic faith through virtue and Truth. We strive to form future leaders and disciples who demonstrate integrity, compassion, and respect to all.

Vision Statement:

St. Peter Catholic School forms the whole child through a Christ-centered, integrated Catholic classical education based on Truth and virtue. Our faith community equips students to become leaders in the Church and world, with salvation as the ultimate purpose.