

**QUEEN OF PEACE CATHOLIC SCHOOL**  
**School Board Meeting Minutes** **September 19, 2017**

Meeting Began at 6:30 with prayer.

ATTENDANCE: Father John Eze, Jill Patrick, Laurie Haverty, Tonya Rush, Ed Gill, Renee Sutherland, Kathy Geisel, Jamie Marchetti, Matt Leliart.

ABSENT: Peter Horvath, Paul Allen

REVIEW AND APPROVAL OF PREVIOUS MINUTES: August 22, 2017 minutes reviewed & approved. Motion by Jamie Marchetti, 2<sup>nd</sup> Matt Leliart

PASTOR'S UPDATE: Fr. John Eze

- No Update

PRINCIPAL'S UPDATE: Jill Patrick, Principal

- Mrs. Stephanie McCune–Bell has returned to Queen of Peace and accepted the position of 6<sup>th</sup> grade World Language and Social Studies teacher. Staff and students are overjoyed that she has come back. This is a testament to who she is as a person and a teacher.
- Evacuation Drill will take place tomorrow. In the event of an emergency where the children need to be evacuated, they will be bused by Baugo School buses. Reunification with parents would then take place at the predetermined location of Cedar Road Missionary Church, down Vistula Rd in Osceola. Father is meeting with the Pastor of Cedar Rd. soon. They have been very accommodating. The Board of Safety will make arrangements for students to walk across Bittersweet Road to either the Library or the Medical Center to await buses for transfer to Cedar Rd. In the case of such emergency, parents will get an Alert Solutions alert.
- Jill updated the Student Handbook to include Diocesan Policy that are required to be in the book.
- It was suggested that teachers and staff look at a uniform website for communicating between parents and teachers. Multiple platforms are now being used and it is getting complicated.

PARISH ADMINISTRATOR'S UPDATE - Laurie Haverty

- This morning a training meeting was held with all the lunch volunteers. This will now be done annually. This included CPR training, administering epi pens, evacuation procedures.
- New billing system is going well. Parents are encouraged to call with any problems they are having with the system. This method is saving an incredible amount of time.
- 4-5 Students are attending the extended care program.

SCHOOL BOARD BUSINESS – Tonya Rush

- Ministry Fair will take place Oct. 28/29<sup>th</sup>. Shifts were filled by Board Members. Tonya will update the display and Jamie will set up.
- October's meeting will take place at the Board In-Service at Marian High School,
- Board member bios have been given to Nancy for next communication envelope.
- Tonya will contact the proposed alum member to join the board.
- Tonya, Jill and Peter will review the bylaws for needed updates.

PASTOR COUNCIL UPDATE – Laurie Haverty

- Council started off the year with a retreat. “Forming Intentional Disciples” was given to each member in May and they were asked to read it over the summer. They discussed this book and how they could go about serving in an intentional way. The theme of this year is “Just Do It”.
- Encouraged other groups to hold a 2-3 hour retreat to help bring other group’s members together.

HASA UPDATE – Renee Sutherland

- 1<sup>st</sup> HASA meeting was held with a good turnout. They talked about the buddy system being revamped for new families.
- The next speaker will be Paul Allen.
- There will be a monthly raffle amongst attendees for a Starbucks gift certificate.

ATHLETICS REPORT– Paul Allen

- NO REPORT

COMMITTEE ASSIGNMENTS

EXECUTIVE COMMITTEE – Tonya Rush, Chair

- No Report

POLICY COMMITTEE – Kathy Geisel, Chair

- No Report

STRATEGIC PLANNING COMMITTEE – Tonya Rush

- No Report

MARKETING – Renee Sutherland, Chair

- No Report

PRINCIPAL EVALUATION - Peter Horvath, Chair

- Tonya reported in Peter’s absence. His committee is in place and he would like the new alum member to join as well.
- Jill has forwarded her goals to Peter. She will report on those goals at every Board mtg going forward. They are:
  - 1) Lead a team of staff members to adapt a new math curriculum for 2018-19 that will work well with the new technology.
  - 2) Continue to develop and stick to an observation schedule and to give more frequent feedback informally.
  - 3) Utilize data to write and implement a school improvement plan.
- Jill will be having a meeting with Elaine Holmes, Principal from St Pius concerning an improvement plan.

Meeting concluded at 7:25 with the prayer.

Respectfully Submitted, Kathy Geisel (Secretary)

***Next Meeting: October 17, 2017, School Board In-Service @ Marian High School.***