

St. Paul the Apostle School Board Meeting Minutes

Meeting held: April 20, 2010 www.stpaul-school.org

Present: Lori Salva, Lisa Gutting, Greg Lauria, Jen Brom, Bridget Mull, Todd Mellema, Sam Ramos

Guests: Kathy Lowing, Kristin Klotz, Kris Russo, Julie Hoffer, Mark Meijer, Courtney Minnema

I. Meeting opened with prayer.

II. Agenda reviewed and approved.

III. Opening Remarks – Todd Mellema

IV. Principal's Report – Lori Salva

A. Band Program – After reviewing the parent surveys regarding changing band times, there was a strong consensus to keep the program during the day as it is currently. On May 6th St. Paul 4th graders will be going to Catholic Central for band/instrument testing. The 5th graders will give them a mini performance to peak their interest. Ann Rienhard, CC Band director, suggested the St. Paul band students in grades 5-8th also give a mini concert to grades K-4 sometime in May to get younger students looking ahead to band.

B. Faculty/Staff Survey: Surveys were sent home at the beginning of April and the results of those returned were tallied. About ¼ of the surveys were returned with the majority quite positive. Lori passed out the results to the Board for review. A few areas that we need to work on in the curricular area include more science (not just limited to Science Olympiad), more writing based activities and technology. Other areas for improvement were continuation of enrichment classes, better use of Jr. high time to limit study halls, hot lunch program, special needs programs (both for those who struggle academically and those who excel and need to be challenged).

C. Technology: Four Smart Board systems were ordered along with two Interactive Response systems and six document cameras. Lori passed out a breakdown of the technology purchases and the costs associated. The funds used for the purchases were from the Auction donations earmarked for Smart Boards, Title money, and an anonymous donation for one complete system. Also included in the budgeted funds is a full day of training for the teachers using the technology.

D. Sensory Needs: St. Paul has some students with sensory integration issues. These students have difficulty staying focused and are vulnerable to particular stimuli which in turn can cause stress, headaches, nausea, aggressive behavior, fear, etc. Kristen Laidlaw, assisted by BethAnn Fausone, has been helping to implement a sensory program in our 2nd grade class. They come in once a week to teach the children “Brain Gym” exercises. The exercises help with focus, social interactions, balance, emotional stability and academic growth. St. Paul is exploring the possibility of creating a sensory room for all students who would benefit from this type of program. Mrs. Gamsby, Mrs. Swain, Mrs. Balke and Mrs. Mollan visited a sensory room at Campau School and talked to a GRPS occupational therapist. They will also visit a school in Caledonia to view their sensory needs program. St. Paul teachers will be writing a grant for materials and hope to receive funding through the Grand Rapids Foundation to create a sensory room at St. Paul.

E. Special Needs Committee: The committee currently consists of Lori Salva, Celine Terranova, Christine O’Driscoll and Kathy Lowing. In addition to possibly creating a sensory needs room at

St. Paul, we are exploring adding a program for students whose needs are beyond the classroom experience. This would also include a program for accelerated learners (gifted/ talented program).

F. Interviews for 8th Grade Teacher: Lori has received several resumes for a replacement for Ms. Gunning. The first round of interviews will begin next week.

G. Parking Lot Changes: Beginning May 3rd, parents of Pre-K and Kindergartners will have an alternative drop-off and pick up at the Church doors on the west side of the building. This will be a trial period to determine if this alleviates some of the parking lot issues we have been experiencing. A letter will go out next week explaining the new procedure.

V. Teacher Update – Kristen Klotz

A few highlights of the many school activities happening during APRIL:

- Kindergartners are learning “kindness is contagious” and continue to do “Jesus things” (actions that show caring, sharing and helping each other). In computer class they were introduced to the Read, Write and Type computer program to learn keyboarding skills. They are also working on Math Skills such as addition, telling time to the hour, learning to identify coins and their values. In addition, they have been working all year on “Monthly Family Projects” and they have learned to stand in front of the class as a presenter to share their projects.
- Second graders are preparing for First Holy Communion to be held on May 2nd.
- Third graders are going to Lansing to tour the State Capitol and the Michigan Historical Museum as part of their Michigan history studies.
- Fourth Grade continues to receive postcards from around the U.S. and the world for their Flat Stanley Project. They are also finishing their musher biographies and will have an Iditarod Party.
- Fifth Grade is heading to Camp Manitou-Lin next week and will be involved in team building and leadership activities, along with many other fun activities.
- Junior High: All Junior high students will attend the CC musical “West Side Story” on April 21st. 7th graders will be going to the VA home next week to paint spring scenes on the windows. They are also presenting their Education Fair experiments in class. The St. Paul Student Council will sponsor a jean day to benefit the Peplinski family.
- 8th Grader, Alex Pavey, completed his Eagle Scout project by making improvements on the St. Paul baseball/softball field. Improvements included raising money for a new scoreboard and attaching it to the building, new foul poles in the outfield, new practice pitching mound on the side of the building, and other field improvements.
- Junior High Spanish Program: 8th graders completed Ch. 9 and took a “parts of the body” test and are also working on preparations for the CC Spanish Placement test. Grades 5-7 continue to develop more Spanish speaking in the classroom in their respective subjects.

VI. Committee Reports

A. Finance – Todd Mellema for Dale Manske

Current finances are on target, and the Budget for 2010-11 school year has been approved.

B. Marketing – Todd Mellema

- 1) New LED sign is up and running with school and parish information scrolling. It is much more visible from the road than the previous sign and many people have commented positively.

- 2) Website Optimization: Todd distributed figures for the website hits in the past month. Over 45,000 have viewed our ads and 126 have “clicked” through the St. Paul School website.
- 2) Marketing Folders – Todd passed out the newly printed marketing folders. Celine will begin putting the content pages into the folders to be handed out to prospective families.
- 3) Baptism Gift Packages: Mark Meijer donated infant sized “onesies” and baby books to be given to families of newly baptized. Approximately 50 babies are baptized each year at St. Paul and this is a way to promote St. Paul school to our parishioners.

C. School Enhancement Committee – No Report

D. Fundraising and Grants – Greg Lauria

- 1) Recent fundraisers include the Spring Garage Sale with a profit of approximately \$4,700, and the 3 on 3 Basketball Tournament which brought in approximately \$10,000 for SPA Athletics.
- 2) Golf Outing: Greg distributed information on hosting a Golf Outing as a potential new fundraiser for St. Paul. He has a St. Paul parent interested in coordinating the event and hopes to have this on the schedule for May or June of 2011. The Board discussed the fund raiser and agreed this was a great idea. Greg will move forward with the planning, will get approval from Fr. Ernie and the parish office and will discuss it further with the person to chair the event.
- 3) Grants: Sam Ramos has received a response from the GVSU professor and is working on adjusting and adding more information to some of the required forms. Mainly, he needs to get school financial statements from Dale and the Finance Committee. At this point, the GVSU Grant Writing program would not start until possibly the summer or fall session.

VII. Open Discussion

- 1) **Open School Board Positions** – Suggested that each Board member encourage people to send in their applications as soon as possible for the three open positions. Deadline is April 30th. The new Board members will be selected at the May Board meeting.
- 2) **E-Mail (E-Blast)** – Todd will present information and cost for setting up an account to send messages to parents using group email.
- 3) **School Tours** – Tours are being conducted regularly at St. Paul for potential new families and Lori is following up with the families.

Meeting Adjourned.

Next Regular Meeting: May 18, 2010

Respectfully submitted,

Lisa Gutting, Secretary