

Meeting Minutes

Home & School General Meeting

January 17, 2013

Attendees: Parents, teachers, Father Welsh, Trish Kyle, Mrs. Egan, Dan Ostien and Colin Hueston (BOLJ members), Bob Anguilo (parish business manager) and Barbara and Michele (HSA Board)

- Scrip – Maureen Wilmer is selling at tonight's meeting.
- Financials – Wall mats have been installed underneath the basketball hoops in the gym. This was a joint CYO/HSA project. The mats have improved safety and also visually enhance the look of the gym. Current bank balance is \$104,000 with \$41,000 allocated to projects. HSA will be funding the school musical, *Wicked*, this spring.
- The General membership approved funds for the following projects:
 - ***\$6000 for upgrades to the TV Studio computer equipment.***
Background: the equipment is in desperate need of upgrading. The new equipment will permit live streaming capabilities. Live streaming will be great for parents who want to see their children on the broadcasts but can't come into school to view it. Trish Kyle will be collecting any comments about limited access and password protection.
 - ***\$9000 to replace all classroom chalkboards with whiteboards.***
Background: Replacing the chalkboards will eliminate dust which will help with allergy issues and will extend the life of the smart board projectors.
- Spring Fundraiser – Save the date (Friday, April 12, 2013)! Volunteers are still needed for check in, the bank, runners, and selling tickets after Mass. The always popular classroom theme baskets will go on display at Donut Sunday Feb 3rd. You can purchase basket raffle tickets, Lucky 7 raffle tickets and event tickets beginning Feb 3rd.
- Box Tops/Labels for Education. Stephanie Beisser is coordinating this project. Please clip the box tops and labels from various food products and supplies (Avery-brand). We receive 5 cents for each. This is easy free money. The Labels for Education can be used to purchase art supplies, etc. Send your box tops and labels into the school office!
- Tuition Payment Vendor (Dan Ostien) – Dan was a past HSA board member and is now on the BOLJ Finance committee. It was decided by the Board of Limited Jurisdiction that tuition payments will now be managed by an outside vendor. Dan and Bob interviewed a number of companies who provide this service as well as schools who use this service. The benefits to our school are an increase

in collections, decreased delinquencies, automatic enrollment, a secure website, and limited fees/cost. The company chosen is called "SMART Tuition". This new system will allow parents flexibility as to when to pay and 24/7 access to the payment system. Also, you can change payment dates with 5 days notice. You will receive email, text or a phone call (your choice) to remind you when a payment is due. The processing cost is \$50 per family to make multiple payments and \$6 per family if you pay the entire tuition in one payment. We will have Smart representatives at our next meeting to describe the system. The BOLJ is expecting this new system to reduce the delinquencies, which is currently totaling \$16,000. As always, any family with financial difficulties should contact Bob Anguilo, Father Welsh or Trish Kyle directly for a confidential discussion.

- Tuition Rates (Bob Anguilo, parish business manager)
 - School Subsidy levels – Archdiocese expects the subsidy to be approximately 20%. In the last four years, SSPP has ranged from 27-39%.
 - Tuition will increase for the 2013/2014 school year. Increase is \$275 for one child, \$450 for 2 children, \$650 for 3 children and \$700 for 4 children. Increasing tuition as well as decreasing expenses will help to decrease the subsidy. In the future, we hope to limit the rate of tuition increases. The Annual Fund (currently in progress) will also help to meet the subsidy target. Blocs program can help with tuition. Some parents expressed concern about the increase of tuition and the additional cost of using a tuition payment company.
- Mrs. Egan – Friday, April 12th will now be a school day to make up for the day we had off for Superstorm Sandy. We are definitely experiencing student absences due to cold and flu season. We must follow WCASD guidelines. A student must be fever free without medications for 24 hours before returning to school. This helps to limit infecting others. There has been a problem with lice. Again, we must follow the WCASD rules. If one child has lice in a classroom, they are sent home and all children in that classroom are checked. Once 2 children in the same class have lice a note will go home. We do need to be sensitive to privacy.
- Saints Peter and Paul School safety –
 - Westtown East Goshen Regional Police Officer, Michael Meiswich, is our main contact. We had a lockdown drill the week before the December event. We have drills twice a year so the officer will come back again in the spring. We have also had a drill take place during lunchtime which is the most challenging time of day. Police officers walk around the classrooms to make sure that each room is locked. Because we have a DARE officer here in 5th grade, the students are comfortable with police presence in the school.

- All of our exits are numbered and the police have a copy of our floor plan and a key. We do have cameras in school and on school buses.
- The Fire Marshall also comes to the school once a year during a fire drill.
- Fire drill procedures: Are practiced with all students including preschoolers. If fire drill happens during lunchtime, children are told to stop eating and go out cafeteria doors. The preschool goes out the back. The children line up with teachers.
- **Internal lockdown:** Internal means there is someone inside the building. Mrs. Egan makes a calm announcement that says: “boys and girls, lockdown”. All children go immediately to the closest classroom and huddle near an inner wall of the classroom. Teachers will lock the classroom door from the inside, shut off the lights and pull down the blinds. Teachers will then not unlock the door until the lockdown is over. Students in the bathroom are instructed to lock the stall door and stand on the toilet. The only voice to say the lockdown is over is Mrs. Egan. Teachers will not listen to any other voice and if the fire alarm is pulled during an internal lockdown, it will be ignored. The safe area is the basement of the church. At all times, a teacher outside will have a bag with a walkie talkie, bell and key.
- **External lockdown.** External means that the dangerous person is on the outside of the building (for example, a bank robber on the loose). Goal is to keep all students inside. Anyone who is outside must come inside.
- **Evacuation** is when something happens and buses are sent to take us to a safe location. Saints Simon and Jude is our current location. We have some time to get out of the building.
- In the event of the above scenarios, Mrs. Egan can call/text/email us through OptionC.

Next meeting is March 5th, 2013 at 7:00 p.m.