

Saint Leo the Great School Board
Meeting Minutes
November 2018

The meeting was opened by V. Reverend Peter Hahn, who offered an opening prayer.

Members in attendance: V. Reverend Peter Hahn, Christine McLean - Principal, Julia Parrish, Alan Schwartz - Development, Lara Koppmann, Michelle Zachery-PTO, Frank Kuchinski – Parish Manager, Terry Trego, Matt Sahd, Gina Bonafede, Katie Odell, Amy Altimare, Sean Francey, Ellen Eshenwald, Gretchen Reasner, Mark Magyar, and Jan Bixby- faculty representatives.
School Parents in attendance: Mike Lorenz

Open Session:

- I. Approval of the October 2018 meeting minutes- approved.
- II. Standing Committee Reports:
 - a. Planning: The planning committee will meet November 6, 2018 at 6pm.
 - b. Policy: The Dioceses approved the Revised St. Leo the Great School Attendance Policy.
 - c. Public Relations: The newsletter will be ready to go out by the end of the week (Week of November 5, 2018).
 - d. Nominations: No report at this time.
 - e. Spiritual Life: The spiritual life committee will be in the classrooms for advent, reading books with the children, and with St. Nick Prayer cards. Vocation day spots are filling up only five spots remain.
 - f. Security and Safety: The Security and Safety committee met with Frank Kuchinski and Christine McLean and recommended moving forward with the system to gain entry into the building. The state policy recommends knowing who is in the building at all times, the upgraded system will accommodate this. The committee is still working on the priority list. Terry will look into funding sources for private schools for security grants.
- III. Ad Hoc Committee Reports:
 - a. PTO:
 1. Quarterly meeting of the PTO will be held November 6, 2018.
 2. The School Board moved forward and accepted the PTO guidelines.
 3. Let's D.A.N.C.E. is in its 20th year. There will be a dueling piano theme and plenty of giving opportunities. There will be one (1) keepsake for anyone interested vs. one keepsake per grade. The event will be held April 27. The group discussed ideas for getting more people to attend the event. Some ideas included more of an effort with word of mouth communications and a Q&A of Let's D.A.N.C.E. in the bulletin.
 - b. Development: Closer to a concrete number for the annual appeal. SEED meeting coming up. School recruitment and Open House in January 2019.

- c. Finance: Finance will start looking at expenses over the next couple of months to get an official number. Gift cards - looking at the program and assessing the viability going forward. Finance will have a recommendation to continue or to change the gift card program.

IV. Principal's Report: See attached

V. Pastor's Report:

Building Update. Parish Council met and building plans were approved. A generous donation has made it possible to complete the larger of the two proposed plans. Fr. Hahn will know by mid-December 2018 if construction will start in 2019 or 2020 (pending funding).

Alan will look into Lancaster's Extraordinary Give to see if St. Leo's should register as an organization to receive donations.

VI. Public Comments

Parent Michael Lorenz was present to discuss the use of smart devices while on field trips. It was determined that the Policy Committee will look into updating and revising the field trip policy to address the use of smart devices while on School administered field trips.

Closed Session: None

Closing prayer was offered up by Father Hahn

Next school board meeting will be held on **December 3, 2018 at 7:00pm.**

Respectfully submitted,
Amy Altimare



Principal's Report to Parish Council and School Board November 5, 2018

Student Life:

Spiritual:

- Annual Parade of Saints: Huge turn out by parents and grandparents of students in grades K-2nd to watch their saints-in-the-making parade around school.
- Over 200 friends and families joined their children for lunch on Bring a Friend to Lunch Day held the last Wednesday of each month.
- 5th grade will their retreat on Friday. The theme: Universal Call to Holiness
- Student Council raised over \$300 for pancreatic cancer research
- Father Hahn led our 7th and 8th graders, staff and 6 parents on a pilgrimage to The Padre Pio Shrine in Barto, PA.
- Deacon Vannucci trained 5 students to be altar servers

Academic:

- Report card portals will be opened on Friday November 16th.
- Student led parent /teacher conference are scheduled for the week of Thanksgiving.
- Cupertino Classroom- we hosted our Circle of Friends Donors at a light breakfast and tour of our facilities. Please consider coming to our annual winetasting/ silent auction fundraiser on Saturday November 10th at Meadia Heights CC. Details in the bulletin.
- Mrs. Shannon Alvarez has started a Math Counts Club for our middle school students that meets during two lunch periods each week.

Faculty and staff

- Four Millersville University students are observing Mrs. Baak's pre-school program.
- Mr. Veilleux and Mrs. Schwartz have announced this year's musical will be *Beauty and the Beast*.
- Mrs. Jackie Werts will serve as Mrs. Mattie St. Clair's (3rd grade) long-term substitute for twelve weeks.
- Mrs. Teresa Stritch will serve as Mrs. Kaitlin's (2nd grade) long-term substitute for twenty weeks.
- Mrs. Shannon Alvarez continues her pursuit of a Master's Degree in Secondary Math Education.

Respectfully submitted by Mrs. Christine McLean