

School Committee Minutes
October 14, 2009
Room 107, Middle School

Call to Order: Michele Corey, Chair, 6:35 pm

Attendance: George Adatsi, Michele Corey, Bill Drake, Marsha Green, Scott Jager, Angela Johnston, Kris Kazmirzack, Fr. Bill Lugger, Chet Magaway, Colette Scrimger, Paulette Stump, Emily Turner, and Mary Margaret Utess.

Unable To Attend: Fr. John Byers, Steve Krzesicki, Gracie Laurich, and Nancy Murphy, all with notice.

- ◆ Fr. Bill Lugger led the group in the **stewardship prayer**.
- ◆ Michele read our **Mission Statement** from the agenda.
- ◆ **Guests** for the evening introduced themselves. They included Al Tamayo, Karen Taylor, Maureen Saxton, Michelle Brittain, Barb Herdus, Martha Frary, Karen Uschuck, and Estina Banks. None of the guests had any comments at that time.
- ◆ **The Minutes** from the September 16th meeting, sent earlier by e-mail, were reviewed. Chet Magaway moved for approval; Paulette Stump seconded that. Approved unanimously.
- ◆ **Members Roundtable** – Fr. Bill asked that it be noted that he did have to leave the September meeting early and was not able to make comments concerning the new facilities at St. Casimir. The \$350,000 in renovations resulted in the new *Holy Family Center – St. Casimir Church* being dedicated in September and it is available for use by all groups. Reservations can be made by contacting the parish office. The center features the state-of-the-art food service area, complete china service, theme decorations, and food prep and storage areas. The parish continues to work on security relating to its facilities (e.g. a pick-up basketball game “just showing up” in the gym.)
 - Angela expressed her growing appreciation and gratitude for how well our school families **work together** on all things! There is a can-do attitude here that is not always evident at other locations, and she appreciates parents’ positive response whenever she has to request something.
 - Emily Turner complimented our teachers and staff for how well emergency drills are being conducted. Parents and children are being kept informed about these exercises, and the youngsters are getting maximum support and attention from our principal and her entire staff!
 - Michele Corey thanked several people, including Fr. Bill, for their CEA presentation at masses in late September.
 - George Adatsi commented on how pleased he is on how our bus riders are underway before other students are allowed to leave. This is a huge safety issue that is being handled nicely.
 - Fr. Bill commented about how well-informed our school parents are as it relates to the unification process. That is not the case elsewhere.
- ◆ **“Just Letting You Know”** – Angela Johnston’s report to the school committee. This report had been sent out with the agenda. Angela reviewed the report and provided more insight into three of the areas in the report, i.e., she will continue to evaluate the entire LSD Shared Time program and possibly be looking at a different approach that could be in place by next year; she asked for school-wide support in organizing and effecting our **“Making a Difference at Our School”** days to clean up, fix up, and paint up our school facilities. The dates will be November 7th and November 14th. More information later. As part of her report, Angela thanked our school Athletic Director Al Tamayo, and the Assistant Director, Tara Hufnagel, for all their efforts to improve the school Athletic Program. She alluded to the many items Al and Tara had been addressing, and then she called on Al to update the committee on the status of the program.

Al Tamayo – School Athletic Director

 - Al has been the Athletic Director of IHM-St. Casimir for many years, and he indicated he continues to be assisted by Tara Hufnagel.
 - They recently met with all coaches and the coordinators of the various sports to review the program.
 - This year all sports at both school sites were merged into one operation overseen by Al. All coordinators and coaches for all the various sports report to him.
 - Guidelines were established for the handling of all monies related to the program.

Al Tamayo, Cont.

- Guidelines are in place for resolution of any questions or concerns parents might have with any facet of the program. Decisions of the athletic director will be considered final.
- Provisions were established to allow all school children to participate in sports, regardless of the family's ability to pay. All financial support activity will be confidential!
- **Virtus** training is required of all adults involved in this program; compliance is verified by Mr. Tamayo and Mrs. (Judy) Thomas. Background checks are also done.
- Al noted that the officials from Lansing Park-and-Recreation do not fall under Virtus requirements, as those people do not have contact with children away from the playing courts or fields.
- The athletic program is working to generate a sports handbook to include all information, policies, and procedures.
- Al reminded people of the Athletic Meeting for parents at 7:30pm Thursday, October 22nd, in the St. Cas gym. It is an information session for all parents with children in all sports.

► **OLD BUSINESS**

- – There was no business conducted on the standing agenda items **School Quality, School Financial Resources, or Strategic Plan Revision**. Nothing was done on **Review of the School Handbook, updating of our Mission Statement, the “Visions” initiative, new committee meeting dates, or feedback on use of electronic media in our school**. Review of the handbook will be ongoing throughout the year. (See notes in “New Business” below.)
- **Diocesan Planning** No business conducted on this standing agenda item. No one had any questions or comments about a letter sent home to parents in early October on this topic. Members were content to wait for a presentation by our pastors later that evening.
- **Review of the committee's By-Laws** - Michele reminded everyone of our November Action Item to bring input about the By-Laws to that meeting. Bill Drake will attach a copy of them to October minutes when he sends them out the week of October 19th, for ready reference.

■ **NEW BUSINESS**

- **New Emergency Floor Plans** for both school sites were handed out, and Angela indicated they were yet another facet of the whole Homeland Security initiative.
- Angela and Michele both concurred that much of the **school committee's work** cited above in Old Business must be addressed on an on-going basis, but such work will come into focus once a decision is received concerning the future unification of Lansing Catholic Schools.
- Discussion on IHM- St. Casimir School **hosting a town meeting** for all families involved in the unification process. This idea, though still having some merit in the near future, was a moot point as a meeting was scheduled for (just) our school later in the evening of the school committee meeting.

■ **FURTHER BUSINESS**, as time permitted:

- **Parish Reports** – As available.
 - St. Casimir Pastoral Council - Minutes from the September meeting had been mailed. Neither Fr. Bill, liaison Collete Scrimger, nor any members had any comments.
 - St. Casimir Education Commission – September minutes had been mailed. No one had any comments about the minutes.
 - IHM Pastoral Council - There was no report from the September meeting. Committee reps from IHM will report at future meetings (which occur the fourth Saturday of most months.) Maureen Saxton will serve as an alternate in this role.

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- ◆ **PTO Report** – Angela and Bill attended the PTO meeting in the adjoining room held just before the school committee meeting. They covered information which now appears in the PTO Minutes attached to these minutes.
- **The Marketing Group report** – Bill indicated the group is being chaired by Maureen Saxton. The first meeting of the year will be Monday, October 19th, at 6:30pm in the IHM staff lounge. Emphasis this year will be promoting our school through print, video, and electronic media. The annual Spirit Wear sale will be coming next month. It will be a combined effort of Marketing and PTO.
- **Finance Committee Information** – Kris Kazmirzack asked again for help with that committee or to send someone who is willing to help.

■ **Announcements**

- All members are reminded to **check out our school's Website!!** It is being updated constantly, and it has a lot of information for everyone!
- Scott Jager's corrected phone number is **202-5984** and his e-mail address is **scojag@gmail.com**

■ **Future Action Items**

- All members to review By-Laws and bring questions and ideas to the November meeting.
- ▶ Michele called for **Adjournment** at 7:30pm. Everyone then went over to the St. Casimir church for a presentation by our pastors concerning the unification process of Lansing's Catholic Schools.

<u>Next Meeting:</u>	Date:	November 18, 2009
	Location:	Room 107 M.S.
	Time:	6:30pm
	Stewardship Prayer:	Mary Margaret Utess
	Mission Statement:	Michele Corey
	<u>Future Meeting Dates:</u>	(Subject To Change)
		December 9, 2009 – 107 M.S.
		January 20, 2010
		February 10, 2010
		March 17, 2010
		April 21, 2010
		May 19, 2010

Edited and Submitted By ~ Bill Drake, Secretary to the School Committee

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