



# Prince of Peace School Advisory Board 2018-2019



## Meetings for 2018-2019 School Year:

[September 19, 2018](#)

[October 17, 2018](#)

[November 14, 2018](#)

**December 19, 2018**

**January 16, 2019**

**February 20, 2019**

**March 20, 2019**

**April 17, 2019**

**May 15, 2019**

## **Member List:**

Erin Salbilla

President

[esalbilla@gmail.com](mailto:esalbilla@gmail.com)

Jen Meek

Vice President

[jenmeek26@gmail.com](mailto:jenmeek26@gmail.com)

Rosemary Kremkau

Secretary

[rlkremkau@comcast.net](mailto:rlkremkau@comcast.net)

Dr. Stephanie Stoneberg

Principal

[sstoneberg@princeofpeaceelv.org](mailto:sstoneberg@princeofpeaceelv.org)

Father Gerald Walsh

Pastor

[gwalsh@princeofpeacecatholicchurch.org](mailto:gwalsh@princeofpeacecatholicchurch.org)

Cheryl Syslo

[cheryl.syslo@abbvie.com](mailto:cheryl.syslo@abbvie.com)

Pete Byrne

[petebyrne76@gmail.com](mailto:petebyrne76@gmail.com)

Andrew D'Amore

[andrew.damore@gmail.com](mailto:andrew.damore@gmail.com)

Emily Fordham

[emilyfjohnson3@gmail.com](mailto:emilyfjohnson3@gmail.com)

Diane Foster

[dianepalfoster@hotmail.com](mailto:dianepalfoster@hotmail.com)

Ryan Haley

[rhaley777@comcast.net](mailto:rhaley777@comcast.net)

Yolanda Mendez

[yolanda.mendez12@gmail.com](mailto:yolanda.mendez12@gmail.com)

Marc Trznadel

[marcnadel@icloud.com](mailto:marcnadel@icloud.com)

Patrick Vaccaro

[pvaccaro79@gmail.com](mailto:pvaccaro79@gmail.com)

Jenny Popp

[jmpopp2@gmail.com](mailto:jmpopp2@gmail.com)

[SIP Plans 2016-2017](#)

[SIP Plans 2018](#)

# Prince of Peace School Advisory Board – Meeting Agenda for September 19, 2018

To: All School Families

Re: School Advisory Board Agenda

The following is the agenda for the Wednesday, September 19 School Advisory Board meeting.

The meeting runs from 7:00PM until 8:30PM in Meeting Room 4. School Advisory Board meetings are open to all members of the Prince of Peace of Peace Parish. Your participation is welcomed and encouraged.

Prince of Peace Mission Statement:

*Prince of Peace Catholic School provides a values based education that fosters academic excellence and faith development and nurtures respect for all.*

1. Opening Prayer
2. Call to Order
3. Roll Call

Present: Dr. Stoneburg, Fr. Gerald, Cheryl Syslo, Diane Foster, Jenny Popp, Andrew D'Amore, Kim Nielsen, Annmarie Czapla, Yolanda Mendez, Patrick Vaccaro, Jen Meek, Rosemary Kremkau, Pete Byrne, Emily Fordham, Ryan Haley, Marc Trznadel

Missing: Erin Salbilla

4. Approval of Minutes

- a. Approved by Marc Trznadel and seconded by Pete Byrne
- b. Google Document Storage

5. School Reports

- a. Pastor's Report

- i. We're off to a good start. Religious ed started today. This weekend is seminary weekend. We'll have Larry, Lucio and Jarod helping out at Prince of Peace. Father Christian did his internship here, and recently did a school mass and will be helping out with a mass in October. He's stationed over at St. Gilbert. Saturday October 13th is the anointing mass. It's a Saturday morning mass where they get anointed and then get breakfast. It's nice for them to come in for a sacrament as a group. Confirmation is the middle of October. Chicago has 3 new bishops and one of them will be doing the POP confirmation.

- b. Principal's Report

- i. We have had a great start to the school year and we are well on our way with the routines of the school day and week! What a fantastic start! In addition, we began our focus using the Virtues of the Month. September's virtue is Respect, October is Kindness, November is Courage, December is Charity, January is Faith, February is Compassion, March is Loyalty, April is Hope and May is Patience. For each Virtue, I present a 10-15 minute powerpoint presentation after the first all school Mass of the Month, focusing on said Virtue. For the following two to three all school Masses in that month, I present for two minutes after communion. At the end of the month, certificates are presented to one student from each class who is chosen by their teacher for overwhelmingly displaying that Virtue. After mass, parents of the child who received the certificate are invited to a short reception with donuts and juice.

- c. POP Committee

- i. Events Coming up:

1. Turkey Trot - 11/4 - all is on track
2. Holiday Parade - 11/24 - Chris Burnside is Chair

- ii. Marketing Report
    - i. Turkey trot will be mentioned in the newspapers.
    - ii. There's a request for more Facebook posts. Marketing would be happy to help with Facebook posts.
  - d. Athletics Report
    - i. Cross Country did great at their first meet yesterday.
    - iii. 7th grade volleyball is doing a fantastic job.
  - e. SIP Plan Reports
- 6. Floor Comments
  - a. Fall Commission Meeting
    - i. Ministry fair is scheduled for November 3rd-4th after mass. We will need volunteers to help with the booth after each mass. Please let me know which time slot you're willing to fill (5PM, 7:30AM, 9:30AM, 11:30AM).The School booth will not be in the gathering space this year but will be next to the Knights of Columbus booth (and near the donuts). Again, the fair is intended to be informational (not for recruitment) but we should have school information available.
    - ii. St. Vincent DePaul is wondering if anyone would be willing to help staff a group dinner. We'll talk more about this at future SAB meetings once we get more information.
- 7. SIP Planning
  - a. Corporate Funding/Fundraising-Ryan Haley, Yolanda Mendez, Emily Fordham, Andrew D'Amore
  - b. School Security & Visitors-Marc Trznadel, Pete Byrne
    - i. A card reader and cameras are a possibility. We're looking into quotes.
    - ii. One option brought up was to do drills with the after school care program.
    - iii. Mr. Emmanuel Florez is a sergeant of the Illinois State Police and is a new POP parishioner and parent. He's willing to work with Stephanie on security and offer any assistance. St. Ben's in the city has installed what looks like fire alarms but they are blue and when pulled they notify the police in a school shooter situation. Emmanuel is also aware of some possible grants that could help us with the cost of security options. Emmanuel thinks that pick-up procedures after school could be changed. It creates an opportune moment for someone. He has some ideas that will slow down the process but it will be a lot safer. He thinks one car at a time should pick up their kids. He thinks that two-way radios would be best for quick communication. He thinks staggering pickup and having half be picked up in the large gym and half picked up in the cafeteria would be best.
  - c. Technology
    - i. No information at this time.
  - d. Marketing & Communications
    - i. We will draft a press release for the Turkey Trot that will be distributed to the local press. Also, is it possible for us to help with Facebook posts? Parents have asked why we don't post as many pics, etc. as we used to. They say that they miss the posts -- they liked seeing pics of what the students do during the day, and many said that they used to share them. This could be a good marketing tool.
  - e. Staffing
    - i. This committee isn't really needed at this time. We'll leave it open just in case.
  - f. Curriculum
    - i. No reports at this time
- 8. Parent Feedback

- a. Classroom Size
  - i. There are two new aides working from 7:30-2:00 in both 5th grade and 7th grade which has the higher numbers. The teachers are appreciative of the extra support. There are still a couple students on a waitlist due to the high class sizes in 5th and 7th. There are 30 new families. We have 243 students in K-8, last year we had 218. Pre-K has 33.
  - ii. 270 is the most we would ever take for the school. POP will continue to be a one class per grade school to continue being financially sustainable.
- b. Entrance & Security
  - i. Federal Grant availability?
  - ii. A parishioner has made a considerable donation for the front entrance
  - iii. 7th grade parent suggestion:  
<https://wgntv.com/2018/09/17/20-illinois-schools-install-emergency-boxes-to-help-combat-school-shootings/>
- c. Playground Funding Status
  - i. We are no longer having a community build this fall. Originally the playground was going to be built in stages but now we are going to raise all of the funds needed and do one community build.
- d. Other?

9. Floor Comments

- a. October Agenda discussion
  - i. SAB Handbook review and updates
  - ii. What is the policy on homework? If you are having issues with the amount of homework assigned, please talk to the teacher and then, if needed, please talk to Dr. Stoneburg
  - iii. Fundraising groups need to coordinate what businesses they are hitting up so that they are only asking specific companies once a year instead of every other month.
  - iv. There was a lot of anxiety about this school year and the school having a new principal. For the parents, all of the nervousness dissipated very quickly. Dr. Stoneburg is off to a great start as principal.

10. Closing Prayer

11. Adjournment

## **MEETING CANCELLED: Prince of Peace School Advisory Board – Meeting Agenda for October 17, 2018**

To: All School Families

Re: School Advisory Board Agenda

The following is the agenda for the Wednesday, October 17 School Advisory Board meeting.

The meeting runs from 7:00PM until 8:30PM in Meeting Room 4. School Advisory Board meetings are open to all members of the Prince of Peace of Peace Parish. Your participation is welcomed and encouraged.

Prince of Peace Mission Statement:

*Prince of Peace Catholic School provides a values based education that fosters academic excellence and faith development and nurtures respect for all.*

1. Opening Prayer
2. Call to Order
3. Roll Call
4. Approval of Minutes
5. School Reports
  - a. Pastor's Report
  - b. Principal's Report
  - c. POP Committee
  - d. Marketing Report
  - e. Athletics Report
  - f. SIP Plan Reports
12. Floor Comments
  - a. Ministry Fair Volunteers
  - b. St. Vincent DePaul Community Dinner
13. SIP Planning - Updates & Committee Confirmation
  - a. Corporate Funding/Fundraising: Ryan Haley, Yolanda Mendez, Emily Fordham, Andrew D'Amore
  - b. School Security & Visitors
  - c. Technology
  - d. Marketing & Communications: Jenny Popp,  
Turkey Trot press release was distributed to the local newspapers and online community calendars on October 3. Next month is the Vendor Fair. The school has the admissions center for the harvest bake sale. We will work with Sandy to post a "call for bakers" on FB and also will run the call in this week's POP News.
  - e. Staffing - Not Applicable?
  - f. Curriculum
14. Parent Feedback
  - a. Open Discussion
15. Working Review - SAB Handbook review and updates
16. November Agenda Items?
17. Adjournment

## **Prince of Peace School Advisory Board – Meeting Agenda for November 14, 2018**

To: All School Families

Re: School Advisory Board Agenda

The following is the agenda for the Wednesday, November 14 School Advisory Board meeting.

The meeting runs from 7:00PM until 8:30PM in Meeting Room 4. School Advisory Board meetings are open to all members of the Prince of Peace of Peace Parish. Your participation is welcomed and encouraged.

Prince of Peace Mission Statement:

*Prince of Peace Catholic School provides a values based education that fosters academic excellence and faith development and nurtures respect for all.*

1. Opening Prayer
2. Call to Order
3. Roll Call
  - a. Present: Dr. Stoneburg, Fr. Gerald, Cheryl Syslo, Diane Foster, Jenny Popp, Andrew D'Amore, Kim Nielsen, Annmarie Czapl, Yolanda Mendez, Patrick Vaccaro, Jen Meek, Rosemary Kremkau, Pete Byrne, Emily Fordham, Ryan Haley, Marc Trznadel
  - b. Absent: Erin Salbilla, Andrew D'Amore
4. Approval of Minutes
5. School Reports
  - a. Pastor's Report
  - b. Principal's Report
  - c. POP Committee
  - d. Marketing Report
  - e. Athletics Report
  - f. SIP Plan Reports
6. Floor Comments
  - a. Ministry Fair Volunteers
  - b. St. Vincent DePaul Community Dinner
7. SIP Planning - Updates & Committee Confirmation

SIP Plan is required for the Blue Ribbon application. Please confirm the timing of our next application.

  - a. Corporate Funding/Fundraising: Ryan Haley, Yolanda Mendez, Emily Fordham, Andrew D'Amore
  - b. School Security & Visitors: Marc Trznadel, Pete Byrne
  - c. Technology: Erin Salbilla, Patrick Vaccaro, Tom Nagelhout
  - d. Marketing & Communications: Jenny Popp, Diane Foster, Cheryl Syslo
  - e. Staffing: Action: Confirm with Board that this is no longer required as a SIP item/not considered an active item
  - f. Curriculum: Action: Confirm with Board that this is no longer required as a SIP item/not considered an active item
8. Parent Feedback
  - a. Open Discussion
9. Working Review - SAB Handbook review and updates
  - a. [POP SAB Handbook](#)
10. December Agenda Items?
11. Adjournment

