



# Pope John Paul II Catholic School

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320 North Ashe Street  
Southern Pines, North Carolina 28387  
910.692.6241

## PJPII School Advisory Board Minutes November 10, 2009

Members present: Brian Barrett, Kelly Curran, Ed Dennison, Rob Deucher, Dr. Jim Gaddy, Laura Gollehon, Msgr. Ingham, Gretchen Kelly, Rick Kruska, Barb Lamblin, Allison Melvin

Members absent: Fr. Bill John, Dennis Regan, Sr., Clare Reinhardt, Yvette Stepnoski

- I. Call to order – 6:01 PM – Dr. James Gaddy
- II. Opening Prayer – Msgr. Ingham
- III. Minutes from October 13<sup>th</sup> were accepted without revisions. Motions made: 1<sup>st</sup> Brian Barrett, 2<sup>nd</sup> Kelly Curran
- IV. Committee Reports:
  - 1) Student Performance Committee:
    - a) December meetings will be set to discuss results of ITBS
    - b) Establish strategies to “raise the bar” for achievement standards.
  - 2) Planning Committee:
    - a) Website is continuing to offer information on meetings, minutes, By-Laws.
    - b) Dashboard – work in progress for review and prioritizing goals
  - 3) Finance Committee:
    - c) Tuition committee to be formed, potentially six people to ask within next week. Complete before 12/15 with approved tuition rates and payment plans.
  - 4) Institutional Advancement Committees:
    - a) Marketing Committee:
      - i) BRAC Relocation meeting in GA: advertising was in Relocation Guide, and on Patient Information screen which has 100,000+ in traffic.
      - ii) Mardi Gras posters are printed and ready to go.
      - iii) Catholic school week – plans are starting and looking for ideas for this event.
      - iv) Chamber of Commerce after hours meeting coming soon.
    - b) Development Committee:
      - i) Announcement of new member: Allison Melvin
      - ii) Brief explanation of purpose of this position
  - 5) Operations/Building Maintenance Committee:
    - a) Camp Easter location has backstops up righted.
    - b) Road work still to be finished, then sewer, electric and water will be next process to add to location.
    - c) Gymnasium plans are soon to be approved, currently with contractor.

d) Plans will proceed with the temporary classrooms and still on pace to start for Fall 2010.

6) Faculty Representative:

a) Covered in Student Performance Committee Report by B. Lamblin

7) Parent Representative:

a) School Directory is distributed

b) \$3,400 raised from Book Fair

c) Fall festival raised \$1,000 including individual classroom profits

d) Mardi Gras continued work in process

e) Vendor Party held Sunday, November 15<sup>th</sup> in School Hall. Consists of home based and local vendors displaying products for sale with a portion of profits donated to school.

f) Donation Party planning to be held at a hotel with cocktails and hors d'oeuvre, tickets to purchase and bring a gift to donate for the Mardi Gras.

g) Raffle tickets: tuition raffle \$1500 to date, and \$10,000 cash prize if breakeven point is not reached then it will be a 50/50 raffle.

h) Polo Shirts given out by PTA for students to wear at off campus school functions, paid by corporate sponsors.

V. Old Business:

a) Strategic Plan Priorities meeting scheduled for November 16<sup>th</sup> at 6:00 p.m., looking for committee volunteers, report to be completed for December School Advisory Board meeting.

VI. New Business:

a) Capital Campaign Committee meeting November 16<sup>th</sup> at 5:00 p.m., determine resources for funds needed within the next two years before other campaigns are underway.

b) DOD- Department of Defense donates money to schools for the education of military children. Investigate on whether or not private schools received this benefit.

VII. Closing Prayer – Msgr. Ingham

VIII. Adjournment – 6:40 p.m. by Dr. James Gaddy

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Meeting Dates:

December 1

January 12

February 9

March 9

April 13

May 11 – Last Business Meeting

June 8 – Celebration Dinner

All meetings will begin at 6:00 PM and be held in the Parish Hall