**Cathedral Parish School Advisory Board Meeting**

Meeting Minutes

March 27, 2023

Present: Fr. John Tetlow, Principal Deacon Ott, Patti Schiavo, Ana Brock, Ree Carroll, Led Morehead, Mark Bailey Jr., and Erin Dolan

Not in Attendance: Fr. Mac, Meridith Beach, Lesa Manfredo, Laura Hemelt, Chris Williams, Mary Elizabeth Dunagan, and Ricardo Fernandez

Next meeting: April 24, 2023 @ 5:30 p.m.

* **Opening Prayer- Fr. John Tetlow**
* **Welcome Mark Bailey Jr. – Deacon Ott**
* **Reports for School Board Meeting**
  + The following reports were provided prior to/at the meeting
    - School Board Meeting Agenda
    - Minutes of CPS Advisory Board Meeting January 23, 2023
    - CPS Financial Summary February 2023
    - CPS School Happenings
* **Review of Minutes from January 23, 2023**
  + Approved as written (Ree 1st, Lee 2nd)
* **Review of Financial Report – Patti Schiavo**
  + We are doing well financially.
  + $240k received in Step UP in February. Income slightly skewed as we will report less income in May and June,
  + We are super blessed with the Festival 2023. We will pay off the loan next month and will officially have no debt.
  + Thank you, God.
* **Pastor’s Remarks – Fr. John**
  + The festival was phenomenal, and we raised $175k. While not as much as last year, it is nothing to scoff at. Expenses were much higher this year than last.
  + Fr. John and Fr. Mac were there every night and could feel the strong sense of a great community. Last year we were new. This year there were a lot of fist pumps!
  + Thank you for all for a great job running it.
* **Enrollment changes/Update, Faith and Faculty – Deacon Ott**
  + Governor DeSantis signed legislation today to expand school choice options to all Florida students. We are still trying to figure this all out!
    - Universal eligibility – everyone can apply. There will a prioritization based on income brackets
    - We will let our CPS families know when the applications open to apply.
    - Our enrollment is strong so this will not really affect enrollment.
  + Our current enrollment is 344 students (down 1 which was a decision made by a parent who may have the student return in the future)
  + It is March and we have already enrolled 360 students for next school year with 21 students in process.
  + We may have 400 students at the start of the school year. It is not a goal but may be a reality.
  + We have waitlists for K, 6, 7 and 8. This is not due to capacity, rather due to limiting the number of new students in those grades.
  + Our budget is in the black and was just approved by the finance council.
  + We hired an assistant principal and will be able to make the official announcement after break.
  + We hired another PE teacher
  + We have budgeted for a 5th grade split however we do not have a candidate yet.
  + Survived the scholarship audit – Thank you Patti for your help! We will receive our results in July.
  + Only one Covid 19 case this semester to date.
* **Status on completed/upcoming facilities improvements – Deacon Ott**
  + Not proud to report, however we received a red stop work order due to something the bathroom renovation contractor failed to do. We have it in the least conspicuous location.
  + Working on bids for the upstairs classroom remodel. We are tight on the permitted timeframe to complete this necessary project.
  + All lockers will be replaced, by necessity. We need more and more lockers plus some are incredibly old, so we are replacing them all at once.
  + Met with the city and the Matthews group today regarding the parking lot. It was productive with no resolution. Project will start and finish this summer or the summer of 2024. It is largely out of our hands. Matthews is pushing hard for us!
  + We will replace the eye sore bulletin board in the gym lobby and replace it with a display case (like the new one at SJA) to show off our trophies!
  + Plan to furnish the new classrooms this summer.
  + Received approval for a security upgrade. Not exciting but helpful.

**Faculty Report SJA – Chris Williams**

* + No report as Chris was not in attendance.
* **Faculty Report - Ree Carroll**
  + School happenings report provided.
  + Bus transportation is an issue in offering field trips to our students. It was suggested that Ree reach out to the Business Office at SJA to discuss possibility of utilizing the SJA bus.
* **PTO/Legacy Report – Meridith Beach** 
  + No report as Meridith was not in attendance.
* **I-Ready – Lesa Manfredo**
  + No report as Lesa was not in attendance.
* **Other Issues/Concerns**
  + CPS Advisory Board Survey results indicated that the advisory board meetings run smoothly, are informative and demonstrate solid communication.
  + Deacon Ott has a great open-door policy. In keeping with that, we would like the board to be more available to parents and faculty. We will look to add a blurb in the halo and on the website to open our communication and have our parents feel heard.
  + We will finish this year with the originally scheduled meetings. For 2023-2024, we will move to meetings every other month.
  + We did not want to make a revision to the dress code so close to an actual dance. The next dance is May 12th. At Deacon Ott’s suggestion, Lesa Manfredo will put a survey out to the parent community with 8-10 recommendations to the dress code with an agree or disagree for each line.
* **Closing Prayer – Fr. Tetlow**

**Mission Statement**

***We the Catholic Community of Cathedral Parish School,***

***will be examples of Christian teaching and treat others as Jesus would.***

***will achieve academic excellence and***

***put Christ first in all we do.***