

**School Advisory Board of St. Stephen Catholic School**  
**Tuesday, May 13, 2025**

St. Stephen School Church Conference Room  
10424 St. Stephen Circle  
Riverview, FL 33569

**Mission**

St. Stephen Catholic School is devoted to inspiring students to achieve their full academic potential while demonstrating a desire to continue Jesus' mission by applying Catholic morals, beliefs, values and practices in their everyday lives. We are committed to motivating students to sustain a lifelong love of learning.

**Vision**

St. Stephen Catholic School is a diverse and inclusive Catholic school community. In partnership with our families, church, and community, we provide excellence in Catholic education, focusing on faith, academics, and service in a caring, spiritual, and safe learning environment. Through person development and acquired knowledge within our school, students will influence a rapidly changing world with integrity and distinction.

- A. Call to Order: May 13, 2025 St. Stephen Catholic School Advisory Board Meeting was called to order at 6:30 pm by Deborah Schwope (Vice President).
- B. Prayer: Opening prayer was led by Deborah Schwope.
- C. Approval of Minutes: March 11, 2025 was the last time the board met. The minutes were approved.
- D. Roll Call: The following members were present:
  - a. Board Members: Jackie Higginbottom, Judith Kemp, Brad McAnally, Roy Palomo, Deborah Schwope
  - b. Ex-Officio Members: Linda Umoh (School Principal), Mary Gurley (School Assistant Principal), Fr. Dermot Dunne (Pastor), Fr. Primus Waeria (Paroiah Vicar), Hendrick Cloete (Parish Finance Council)
  - c.
- E. Principal's Reports (Linda Umoh)
  - a. Enrollment
    - i. Budgeted for 305 students; currently 295 students enrolled
    - ii. Some students lost from previous projected numbers due to life changes (moving, growing family, commute, etc.)
    - iii. Discussion of hiring a new maintenance provider; discussion happening with Leadership pending budget; part time vs. full time (would mean stopping cleaning company)
      - 1. Waiting on enrollment to make final decision
  - b. Teachers/Staff for the next year
    - i. Have all teachers' positions filled
    - ii. 2 instructional assistant positions open
    - iii. 2 new middle school teachers, and ESE teachers
  - c. Works of Mercy Tree
    - i. Keeping track of Works of Mercy with leaves

- ii. Now in the entrance of the school
    - iii. 7 branches (for each corporal work of Mercy)
    - iv. Color coded leaves
  - d. Lunch Program
    - i. Shared kitchen space not feasible for SSCS run lunch program
    - ii. Kiddos Lunch program expanding into FL
    - iii. Will be 3 days/week with local vendors (Tues, Wed, Thurs)
    - iv. Hoping to start with new school year
  - e. Theme for next school year: Disciples of Christ
    - i. T-shirt designed
    - ii. Song for next year
  - f. Trees and Sunshades
    - i. Hurricane money still outstanding; reimbursement is expected later this week
    - ii. Requesting help from diocese for hurricane relief
    - iii. Fundraising money from this year >\$100,000
      - 1. Kitchen project on hold
      - 2. Money will now go to trees and sunshades
    - iv. Old oaks causing some property issues
    - v. Several on preK playground; will need sunshades
    - vi. Considering Awning from breezeway to road; issues during rainy days (especially drop off)
    - vii. Also 2 more a/c over summer
    - viii. More Chromebook needed for 4<sup>th</sup> and 5<sup>th</sup> grade
  - g. Congressional Update- Step Up scholarship
    - i. New FL law to create more oversight for Step Up scholarship
    - ii. Initial congressional goal was to stop (especially) homeschool students misuse of scholarship
    - iii. Parents currently must approve money 4x/year; new law will require parents to approve money 10x/year
      - 1. Logistic and administrative challenge for the school
    - iv. Worry for SSCS is that there may be a delay in funds to school
  - h. Mass attendance of school families increased
- F. Parish Report
- a. No updates from Fr. Dermot
- G. Council Reports
- a. Finance (Hendrick Cloete)
    - i. Great Mass attendance at Easter, increase in offertory collection
    - ii. Fr. Josh and Fr. Primus extended a year
    - iii. Monseigneur in residency through January
  - b. School
- H. Old Business
- I. New Business
- a. Succession Plan for SAB
    - i. Dawn- 1<sup>st</sup> term ending
    - ii. Austin- 1<sup>st</sup> term ended in January

- iii. Roy and Jackie in 2<sup>nd</sup> term; both 1 more year
  - iv. Deborah and Brad started in Aug. 2023
  - v. Judith started in Jan. 2024
- J. Adjournment/Closing Prayer: Meeting was closed in prayer by Fr. Dermot and adjourned at 7:09 pm.

**The next School Advisory Board meeting is currently planned for  
Tuesday, September 9th, 2025 at 6:30pm.**

**Anticipated Meetings 2025-2026 School Year:**

September 9th  
November 11th  
January 13th  
March 10th  
May 12th