

School Advisory Board Meeting Minutes
October 9, 2014, 6:30 p.m.
Room 207

1. Call to Order and Prayer

Members in attendance: Matt Hietpas, Lauren Beckmann, Tom Dean, Mariann Willing, Soley Somma, Lisa Lesjak, Kori Staab, Kelly Schmidt, Kathy Wyatt, Marcia Velde and Fr. Dennis Dirx

Members absent: Molly Gallagher, John Dulmes, Laura Maly and Kristen Reynolds

Guest attending: Margy Cain

2. Guest Comments

No guest comments were provided.

3. Parish/Pastor Report – Fr. Dennis Dirx

In keeping with his focus on the theme Discipleship Fr. Dennis mentioned the book, *“Rebuilt: Awakening the Faithful, Reaching the Lost, and Making Church Matter”* by Fr. Michael White and Tom Corcoran. This book is centered on the weekend liturgy and gearing it towards awakening the faithful, reaching the lost and making church matter. We have started the process of reviewing the parish’s liturgies. Fr Peter Patrick Kimani and Francine Micklus are putting together a team to help.

One change we will see with the Mass is that there will be one acolyte and two servers. The acolyte (starts in 8th grade – HS) will be in charge of getting the altar ready for the Liturgy of the Eucharist and making sure it is cleared after the Eucharist. The two servers (starts in 5th grade) will carry in the candles, bring the open book, help with the gifts and bring the water, towel and basin.

Good news, stewardship is up 20% from last year and over budget. We are showing that we are making a turn around financially with the Emerald Auction up from previous years, the annual fund made its goal and stewardship is up.

Recently Fr Dennis, Tom Dean and Joe O’Neil met with Bishop Hying to discuss St Robert Parish and School. It was a very positive meeting. Bishop Hying said that the archdiocese does not plan on “sticking their nose into our business.” They just wanted to see where we were at and to see how the parish could support a school of our size. The end message given is that the parish and school need to support each other. Tom will further discuss this at the State of the School meeting.

4. Principal's Report – Lauren Beckmann

The SAB was provided with a copy of the “*National Standards and Benchmarks For Effective Catholic Elementary and Secondary Schools*” document for our review.

In 2017 St. Robert School will be up for accreditation by the archdiocese. This document will be used as the guideline for the accreditation. It is organized into three statements: **Defining Characteristics, Standards and Benchmarks**. At this time we are going to focus on Standards 10 – 13 and their benchmarks. We adjourned into four separate groups to discuss our assigned standard and its benchmarks. Prior to adjourning Lauren provided a template to guide each group's discussion. The goal of each group was to come up with three priorities and three goals for their standard. After an allotted amount of time we regrouped and a spokesperson from each group provided feedback to the group. There are some items that we need to work on. Prior to the next SAB meeting each committee should meet with their committee to discuss and develop goals: action steps, responsible parties and time line (write as a 3 year plan - which action steps assigned to each year). There are five themes to keep in mind: new documentation/clarity on existing documentation, integration across plans and documents, analysis/metrics, three year plan and transparency/communication/feedback.

5. Parent Survey

Matt and Soley have been working on a summary of the 2013-14 Parent Survey. The results of the survey can be found on St. Robert's website under School Advisory Board.

There was some discussion in regards to the survey itself. What are we going to do with it? Should it be shorter? We value that parents take the time to fill it out, so how do we make it more meaningful? The SAB will continue to take a look at it.

6. State of the School Meeting

The State of the School meeting is scheduled for October 16th beginning at 6:30 p.m. with fellowship/refreshments followed by the meeting at 7:00 p.m. Matt will be writing the Family Matters article for tomorrow. A brief discussion was held in regards to the meeting's structure.

Note: the slides from the State of the School Meeting can be found under Current Parents on the website.

7. Meeting Dates

The SAB will continue to meet on the second Wednesday of each month at 6:30 p.m., with the exception of July, when no meeting is held. Therefore, the meeting dates are:

- November 12, 2014 – Soley will provide the snack and prayer
- December 10, 2014 – Kelly will provide the snack and prayer
- January 14, 2015 – Laura will provide the snack and prayer
- February 11, 2015 – Marcia will provide the snack and prayer
- March 11, 2015 – Molly will provide the snack and prayer
- April 8, 2015 – Kristen will provide the snack and prayer
- May 13, 2015 – John will provide the snack and prayer
- June 10, 2015 – Tom will provide the snack and prayer

The meeting adjourned at 8:50 pm.

Minutes respectfully submitted by Mariann Willing, School Advisory Board Secretary.