

St. Robert School Advisory Board Meeting Minutes
November 8, 6:00 p.m.
Room 207

Members Attending: Lauren Beckmann, Christopher Adams, Joe Cincotta, Margaret Cain, John Dunn, Jan Ebel, Lisa Evann, Kathryn Fletcher, Jennifer Kloehn, Lisa Lesjak, Liliane McFarlane, Dan Murray, Erin Stilp, and Dan Wycklendt

Members Absent: Kevin Keenan, Fr. Dennis Dirkx

Guests Attending: None

The meeting commenced at 6:00p.m. with a prayer.

Look at agenda

Agenda Item	Key Discussion Points	Decision(s) Reached (if applicable)	Next Steps and Person(s) Accountable
<i>Welcome of New Members</i>			
	<ul style="list-style-type: none"> • Welcome • Lisa Even – new Marketing Committee leader 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A
<i>Guest Comments (if any)</i>			
	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A
<i>Pastor's Report</i>			
	<ul style="list-style-type: none"> • Fr. Dennis was absent due to a scheduled retreat 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A
<i>Principal's Report</i>			
	<ul style="list-style-type: none"> • Comments on Accreditation Visit <ul style="list-style-type: none"> ➢ No comments ➢ Report was given at the State of the School meeting the night before 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A
	<ul style="list-style-type: none"> • Ideas for Paddle Raise for School auction <ul style="list-style-type: none"> ➢ Home and School board has 	<ul style="list-style-type: none"> • Collect top three ideas from each board member and narrow entire list of suggestions 	<ul style="list-style-type: none"> • John will initiate an email survey

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	<p>asked the SAB to initiate recommendations</p> <ul style="list-style-type: none"> ➤ Paddle Raise at the auction was initially created to raise funds for the Scholarship Fund but consequent years it was used to fund special projects like the gymnasium floor ➤ Approximately \$70,000 was awarded in grants this year ➤ Currently the Scholarship Fund has a \$500,000 balance but additional funds are needed as awards are made <p>• Ideas:</p> <ul style="list-style-type: none"> ➤ Remodeling the school office – estimated to cost \$50,000 ➤ Purchasing instructional resources for students such as a library of guiding reading titles– estimated to cost \$50-100,000 ➤ An upgrade to the kindergarten classrooms ➤ An outdoor classroom – consider raising funds at the auction and having School Society match the funds raised. <ul style="list-style-type: none"> ○ Architects Linda and Mark Keane assessed the yard space between the 		

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	<p>Convent and the school to identify the possibilities for an outdoor classroom and what could be done; They also suggested using the roof for the outdoor classroom</p> <ul style="list-style-type: none"> ○ The space could include a greenhouse, shrubs, trees and a grassy area ○ Concern was brought up about the approximate \$800,000 in school capitol maintenance expenses that need to be disbursed in the next 5 years ○ Could be considered an attraction to prospective families <ul style="list-style-type: none"> ➤ Programmatic projects like STEM, Robotics, Project Lead the Way, etc. ➤ Upgrading the kitchen into a full scale commercial kitchen and renovating Reilly Hall; ➤ Playground equipment for the older kids ➤ Transportation van 		
<i>Outreach to Diverse Groups</i>			
	<ul style="list-style-type: none"> ● Creating outreach opportunities to recruit diverse student candidates from populations around the area 	<ul style="list-style-type: none"> ● Identify a core group of individuals who can form the core group to create a plan 	<ul style="list-style-type: none"> ● Identify list of current ethnic families

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	<ul style="list-style-type: none"> • Ideas: <ul style="list-style-type: none"> ➤ Visiting neighboring parishes outside of the North Shore area that do not currently have schools attached to their churches including All Saints Catholic Church, St. Martin de Porres Church and St. Francis of Assisi ➤ Visiting families in their various clubs, associations or organizations such as the various national organizations (i.e. the Ghanaian, Nigerian, Kenyan, Indian, Hmong cultural organizations) ➤ Partnering with nonprofit organizations like Catholic Charities, Lutheran Social Services, International Institute of WI who resettle refugee families to identify candidates 	<ul style="list-style-type: none"> ➤ Included in the group: Liliane McFarlane, Erin Stilp, Lisa Evan, Kathryn Fletcher and Joe Cincotta • Identify an opportunity to bring the ethnic families together for a meal and discussion of ideas for recruiting 	
<i>Applying for Exemplary Recognition - Educating the Whole Student or Mission and Catholic Identity</i>			
	<ul style="list-style-type: none"> • The Archdiocese has created a set of awards for exemplary recognition which St. Robert has applied for in the past and won for Academic Excellence and Technology Innovation • This year St. Robert could apply for Educating the Whole Student or Mission and Catholic Identity 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • Lauren will cross-reference the application questions with the work we have completed for self-study and prepare the narrative application for Educating the Whole Student

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	<ul style="list-style-type: none"> • The application needs to be submitted by the end of January 2018 • Based on all the good work that went into preparing for the accreditation and utilizing the material collected, St. Robert staff would be able to submit an application to receive exemplary recognition for Educating the Whole Student 		
<i>Building and Grounds Update</i>			
	<ul style="list-style-type: none"> • Building and Grounds Committee collects the data for the necessary school and church expense estimates: <ul style="list-style-type: none"> ➤ Pat (??) and Peter (??) are the main contacts for collecting the data ➤ Finance reviews the estimates 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A
<i>Follow-up on Charting our Future Meeting</i>			
	<ul style="list-style-type: none"> • Observations: <ul style="list-style-type: none"> ➤ Life Smart works – it is attractive to new families <ul style="list-style-type: none"> ○ Consider making it more concrete and experienced by all who come into contact with the school ○ Should be thought of in tandem with the school’s mission statement: Mission is what is done 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A

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	every day while Life Smart is our vision (i.e., the outcome we hope to achieve)		
Status Updates on Annual Report and Website			
	<ul style="list-style-type: none"> • Lisa Lesjak has received competitive designs and printing bids for the Annual Report • A photo shoot was organized for both the website and annual report • SAB is considering creating a smaller annual report with more student and staff contributions and directions for the reader to seek additional information from the new website 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A
December Visioning Meeting			
	<ul style="list-style-type: none"> • A three hour session that will be led by Rebecca Bortner 	<ul style="list-style-type: none"> • SAB will identify who should join the visioning meeting • SAB members to think of ideas for the future of the school 	<ul style="list-style-type: none"> • N/A
Key Committee Information-Committee Chairs			
Committee Written Monthly Summaries	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A
Any Key Matters for SAB Input	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A
Adjournment			
Adjournment	<ul style="list-style-type: none"> • Next meeting will be held on December 13 at 6:00 p.m. 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A

The meeting adjourned at 8:20p.m.

Minutes respectfully submitted by Liliane McFarlane, School Advisory Board Secretary.

November 2017 Monthly Summary of SAB Committee/Organization Activities