

School Advisory Board Meeting Minutes
May 13, 2015, 6:30 p.m.
Room 207

1. Call to Order and Prayer

Members in attendance: Lauren Beckmann, Matt Hietpas, Lisa Lesjak, Laura Maly, Kristin Reynolds, Kelly Schmidt, Marcia Velde, Mariann Willing, John Dulmes, Fr. Dennis Dirx and Soley Somma

Members absent: Tom Dean, Molly Gallagher and Kathy Wyatt

Guest attending: None

2. Parish/Pastor Report – Fr. Dennis Dirx

The parish budget is set, including the school portion for the upcoming new fiscal year. We are implementing a parish re-organization that will go into effect July 1st (the start of our new fiscal year). This re-organization includes a number of changes, 1.) A number of positions eliminated (Director of Stewardship, financial responsibilities of Karen Raap, parish front office changes), 2.) Reducing the parish front office from one full-time and one part-time position to one part-time 30-hour position, 3.) Slight cut in salary for one individual, 4.) Streamlining the parish and school accountant position to one position across the parish and school (data entry only position). 5.) Utilizing an outside accounting firm for the higher level accounting functions. 6.) Creation of new part-time 20-hour Parish Life Coordinator who will be assigned the pastoral services that were provided by the Stewardship Director.

At this time we will continue with our current Saturday and Sunday Mass schedules. The Sunday 5:30 Mass is now under the leadership of the archdiocesan Campus Youth Ministry and is doing very well. Their goal is to support the growth of the parish by attracting young adults. This is a one year commitment and consists of seven young, recent college graduates. They will spend their time going out to various campuses (UWM, MSOE to start with) for evangelization.

The Parish Fair is coming up soon.

3. SAB Membership – Matt Hietpas

Given that we have three positions on the SAB to fill beginning August, 2015, (Chairman, Environment Committee Chair and Marketing and Recruitment Committee Chair), does anyone have any thoughts as to who would be good candidates for these roles? The board came up with a number of names, some of whom have previously served as SAB Chairman and on the Home and School

Association. Lisa will review the list of current parents and compile a candidate list. She will also approach current marketing members who might want to rise to be the chair. Once a list has been compiled an executive level decision will be made as to whom to approach. Matt will also write something up for Family Matters.

4. Enrollment update – Lisa Lesjak

We have met our 22 student enrollment limit for K4. We are taking a look at what number we need in order to grow this program. There has been an additional interest in our K4 program and we are trying to work with them. There are still a number of families out there that have not registered. Lisa has written a personal email to all of these families. There are some families who are moving and not returning. We are currently behind in our goal of 300 students, thus we have some building to do.

In looking at the enrollment numbers the following changes will be made with staffing and the classrooms. K4 will consist of one teacher and an aide and K5 will consist of a teacher and a half (two teachers in the a.m. with one teacher and an aide in the p.m.). The enrollment numbers for first, second and third grade for 2015-2016 are low. Since first grade is the beginning of reading and writing this grade needs to remain as two classrooms. The decision has been made to move the third grade into one section with Mrs. Yannett (Mrs. Staab will be moving back into the 4th grade). Looking at the second and third grade level we are looking to do something different. We will have to work with three teachers across these two grades. The music and art teachers have expressed an interest in being assistant teachers. The special education teachers could help out as well.

Offering a K3 program continues to be an ongoing suggestion. The music and art teachers also suggested offering a weekly limited program for 2-3 year olds to introduce them and their families to St Robert. Mr. J had also expressed interest in participating in this program.

There are a number of teachers who will be leaving St. Robert at the end of the current school year. Lauren is currently interviewing for some of these positions.

Lauren mentioned that she had attended a recent North Shore and Ozaukee School principal's district meeting. Of all the schools represented the enrollment for the next school year will be flat for one school and another school is seeing an increase of 4 new students. The rest of the schools are down. As enrollment and parish attendance decrease, the group discussed many ideas of growing our future. One of the topics of discussion was a "what if we consolidate schools"? The Fond du Lac school district is currently doing this. The board had a brief discussion on this idea.

5. Committee Reports

a. Development Committee

We are in the final stretch with the Annual Fund. We will be contacting those who have not yet donated. A call sheet is being put together for next week so that we can see who we need to call. A couple of events are coming up, 1.) A donor event for some alumni and older, and 2.) 8th grade graduates – as they move into their new life as an alumnus, what happens when they leave St Robert School? Lisa commented that we would meet our goal if, those who gave last year give the same amount this year or if our regular spring donors give this year.

A major donor, who has given to the school for about the past 18 years in a row, will be visiting the school on Friday, May 15th. Lauren will be providing a tour to this alumnus of the class of '54.

The Annual Fund party in the fall will be held at the home of Brian and Holly Ganther. We keep a list of those who have offered to host the party.

b. Policy Committee

Three quick updates, 1.) Not much has been done with the lunch program this year, 2.) We need to update the allergy policy, and 3.) We need to revisit our social media policy to insure we are aligned with the archdiocese.

c. Environment Committee

The Environment and Building & Grounds Committee has ordered 145 new chairs, but additional chairs are needed. The chairs will replace the old, metal folding chairs and will be used for events in the gym and Reilly Hall. If anyone would like to donate/purchase a chair/s, please submit a check in the amount of \$50 to Lisa Lesjak payable to the Home and School Association.

The gym floors need some work and the roof needs some tuck point work completed.

The committee is currently working with Tom on re-pricing and prioritizing our needs. What money can we spend?

d. Home and School Association

The Emerald Auction – we met our budgeted goal, expenses were down, this year's attendance was smaller, and this year's event brought in a ballpark of \$150,000.

We will be holding a Volunteer thank you party shortly. During the party parents will be able to sign up for available volunteer positions for next year. The volunteer sign-up website will be up and running soon.

We are currently looking for chairs for some Home and School Association positions. Some of the current VP positions will be combined and changed.

We are in need of Rummage Chair volunteers for this year.

e. Education and Formation Committee

We are in the process of firming up what they would like to offer for the Wednesday after school enrichment programs.

f. Technology Committee

Not much for this year, but our goal for next year is to share across the school how electronic devices are being used. Matt had mentioned that the use of the internet by our children does not sit well with parents. Some of the concerns expressed by parents have been “how do they use it” and “what are our common sense teachings”. Many children don’t get the issues surrounding the use of the internet. What are the teachers’ thoughts? Currently the middle school students use the internet for resources. One thought is to offer a once a quarter workshop with parents. Lauren mentioned that this spring the 5th graders were given a how to use it Google workshop. We are also finding that younger aged children are given electronic devices, causing a wave of other children requesting them from their parents. We need to let parents know that it’s okay to hold off in providing electronic devices until an older age. We need a written technology plan prior to our next accreditation.

We need to take a look at our current technology equipment and determine what may need replacement. For example, SmartBoards are now obsolete. Also, white boards are needed for the first and second grades due to the current math curriculum.

Soley will be attending a Technology conference next week.

6. 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:

- June 10, 2015 – Tom will provide the snack and prayer

The meeting adjourned at 8:45 pm.

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