

School Advisory Board Meeting Minutes  
June 12, 2013, 6:30 p.m.  
Room 207

1. Call to Order and Prayer

Members in attendance: Lisa Lesjak, Lauren Beckmann, Jane Connell, Laura Maly, Matt Hietpas, Peter Christenson, Liz Haas, Dan Davis, Nancy Knight, Fr. Kevin McManaman, and John Dulmes

Members absent: Catherine Mercuri, Marcia Velde, Molly Gallagher, and Fr. Dennis Dirx

Guest: Dr. Kristin Reynolds

2. Policy Committee Update

Wellness Plan

Lauren Beckmann, Dr. Kristin Reynolds, Margaret DeMichele and Matt Hietpas met a few weeks ago. As a result, Kristin and Margaret revised the current Wellness Plan. The former plan did not meet DPI standards in various ways, such as how the plan was displayed or communicated with people. Kristin went over the newly revised plan with the SAB, and explained the highlights.

The plan has three goals:

1. Increase exposure and access to healthier foods
2. Educate people about healthier foods
3. Enrich food selection and preparation skills for people

There are four action items to meet these goals:

1. Create new school policies
2. Offer Outpost Natural Foods hot lunch options
3. Offer Growing Power Market Baskets
4. Provide cooking demonstrations and recipes

The Nutrition Education piece of this plan includes two additional items:

1. "Nutrition Detectives" curriculum
2. Growing Power classroom kits

The School Nutrition piece of this plan includes encouraging healthy food choices in school and limiting unhealthy ones. Also, this plan intends to

institute a low-sugar policy. There is much research that supports the need to limit sugar consumption by students during the school day in order to improve their concentration, behavior and learning.

While the overall plan was a good idea, some concerns were raised. One suggestion was made to create a tab for Wellness on our website for parents to get more information about the plan. This could possibly include a FAQs section. Due to the nature of the plan, and some of the culture shifting changes, care will need to be taken to ensure comprehensive communication with parents before the plan is implemented. SAB members that have revisions of the plan should submit those to Matt.

### Crisis Management Plan

The purchase of intruder locks for interior doors will have to be delayed because of a lack of funds. The first priority will be upgrading the locks on the exterior doors. This committee will get clarification from Jim about spending money from an appropriate investment account.

#### 3. Fr. Kevin updates

Fr. Kevin reported that Fr. Dennis is doing well after his knee replacement surgery. He also said that the convection oven broke during the Fair and will need to be replaced. Peter Sorce will get bids so the process can move forward. And, finally, Totus Tuus will begin next week and there are plenty of openings for elementary grade students.

#### 4. Development Committee Update

Lisa reported that money is coming into the Annual Fund slower this year than last year. June is typically a \$50,000 month. She has received just a few thousand so far, but expects to receive most of the rest by the end of the month. A new feature on our website is a button to click on in order to make a donation to the Annual Fund.

#### 5. Enrollment Committee Update

Lisa is optimistic that we will make our enrollment goal for the upcoming school year. There is some concern that the incoming K-4 class is small, only 22 students are enrolled so far between the full and half-day classes. But, we hope to increase that before September. The small number allows us to add any additional students during the upcoming school year as needed.

6. Home & School Issues

Dan talked with Michele Frazier and the three areas of concern have been addressed. In terms of teacher evaluation, we need to communicate to parents how teachers are being evaluated and someone other than Mrs. Beckmann will evaluate her sister, Mrs. Flynn. The results of the Parent Survey are now available online for parents to read. And, finally, in terms of the test results that were mailed to parents, people were reminded of the article that Lauren wrote for Family Matters. Overall, we need to be sure to over-communicate important issues with the wider parent community.

The Auction did not make budget this year. And, the final numbers from the Fair are not yet available. They sold 800 tickets for the Holy Moly Raffle, 200 more than they needed to sell in order to break even.

7. Parish Council

The Parish Council is officially changing to the Pastoral Council very soon. Fr. Dennis sent letters to families that have not made any financial contributions to the Church and who were claiming parishioner status for tuition. Phone calls were made as a follow-up. We are down to three families that have not responded to the requests. We started with 20 families. Lisa will contact these three families one more time before they are charged non-parishioner tuition for next school year.

8. Recruitment of new SAB Members

These are the committee assignment for the 2013-14 school year:

Education & Formation – TBD

Policy – TBD

Finance – TBD

Environment – John Dulmes

Technology – TBD

Chair – Matt Hietpas

Development – Lisa will verify if Marcia Velde or someone else

Marketing & Recruitment – Molly Gallagher

Secretary – Jane Connell

Home & School Liason – Laura Maly

Pastoral Council Liason – will be appointed by Pastoral Council

Various SAB members be contact prospective members in order to ask them to serve. SAB meetings will continue to be scheduled for the second Wednesday of each month, except for July and December, when no meetings will be held.

We also thanked the following departing members of the SAB for their years of service: Peter Christenson, Dan Davis, Liz Haas, and Catherine Mercuri.

The meeting adjourned at 8:17 pm.

Minutes respectfully submitted by Jane Connell, School Advisory Board Secretary.