

School Advisory Board Meeting Minutes
August 10, 2011, 6:30 p.m.
Room 207

1. Call to Order and Prayer – Laura Maly

Members in attendance: Laura Maly, Lisa Lesjak, Peter Christenson, Lauren Beckmann, Trish Ognar, Jane Connell, Michele Weinschrott, and Dan Davis

Members absent: Karen Hunt, Fr. Dennis Dirkx, Marcia Velde, Catherine Mercuri, Liz Haas, and Nancy Knight

A few changes to the SAB were announced. Allie Pierson has resigned as chair of the Education and Formation Committee and Liz Haas has agreed to serve in that capacity. And, Nancy Knight will be the new liaison to the Parish Council.

2. Pastor's Report – Fr. Dennis Dirkx

No report was given due to Fr. Dennis' absence.

3. Principal's Report – Lauren Beckmann

Registration for the upcoming school year took place this past Monday. Only about 25 percent of the families did not attend. The system was more efficient than in past years. But, they are always looking for ways to improve the process.

Enrollment for the upcoming school year should be about 350 students, with possibly a few more added to that number. Our budget is designed for an enrollment of 335, so the extra students allows for some breathing room with our school budget.

Mrs. Dodge resigned in order to move to Madison with her husband. Mrs. Beckmann is interviewing potential candidates this Friday and next Monday for not only Mrs. Dodge's position, but also for the choir and strings positions. Mrs. Beckmann is considering different configurations of 3-4 people to fill those positions.

Mrs. Beckmann is considering hiring one full-time substitute teacher to cover the non-illness types of staff absences. One possible plan is that teachers who want time off for doctor appointments and other reasons, would have to see if this substitute is available at that time in order to have the request approved. Out of the over two hundred days off this past year, only about 10 days were for actual illness of staff members. The vast majority of days were for personal reasons. Each staff member gets 10 days off to use for any

reason, illness or otherwise. It is possible that some sort of incentive program may be developed to encourage staff to not use their paid time off that they are entitled to use.

Milestones has decided to add another room to their program this fall. They will utilize a “set-up and take-down” program in Reilly Hall. There will have to be some concessions on the part of Little People’s Basketball, though. But the benefit to having more space for childcare is a tremendous asset to current parents as well as the recruiting efforts. Milestones will divide the students according to age levels, with the younger children in the Parish Center basement and the older children in Reilly Hall.

4. Committee Reports

A. Development – Lisa Lesjak

The Annual Fund from last school year is over \$191,000! The email that Mrs. Beckmann sent to all school families requesting some additional contributions yielded over \$4,100. Mrs. Beckmann sent another email to the school families that did not make any contributions. About \$2,500 was raised as a result. A few people raised objections to that email, though.

B. Marketing and Recruitment – Trish Ognar

Movie Night is going to be held on Thursday, August 18, 2011, at 7:00 p.m. The movie that will be shown is “Toy Story 3.” The eighth graders will be selling concessions, including hot dogs.

C. Policy – Michele Weinschrott

There are two committee members, and Michele is trying to recruit a few more. This committee will focus on an epi pen policy and the crisis plan.

D. Environment – Dan Davis

No new developments to report.

E. Technology – Peter Christenson

No new developments to report.

F. Budget and Finance – Catherine Mercuri

No report given due to Catherine’s absence.

G. Education and Formation – Liz Haas

No report given due to Liz's absence.

5. Discussion Items

A. Annual Stakeholder's Meeting

The meeting will be held on Thursday, October 20, 2011, at 7:00 p.m. in Reilly Hall. The SAB brainstormed about the content of that meeting and suggested the following topics: progress with the new Math curriculum, highlights from last year, and the new reading and language arts curriculum. It was also suggested to have the new Associate Superintendent for the Archdiocese of Milwaukee speak, Patrick Lofton. Also, an idea was given to have technology stations around the perimeter of Reilly Hall for parents to visit at the conclusion of the meeting. These stations would showcase what is happening in the classrooms related to web 2.0 tools.

The meeting should be well advertised. Some suggestions to facilitate that were distributing information at Parent Preview Night and the Fall Social, to send a flyer home, to mention it in *Family Matters* and to send all families an email.

The SAB discussed how to handle the food and beverages as it relates to encouraging parents to sit down for the presentations, including some things such as starting the presentation 30 minutes after the start time or to first bring the food out after the meeting has concluded.

B. Annual Report

Lisa will use the format and template from last year's booklet to create the next report. Some changes will be made. It was suggested to possibly include more pictures in the interior of the booklet.

6. Home and School – Karen Hunt

No report was given due to Karen's absence.

7. Parish Council – Nancy Knight

No report was given due to Nancy's absence.

8. New Business

A. Hot Topics

Parents received some replacement pages for their handbooks at Registration on Monday. It was a sizable number of sheets, but the information was new or revised.

The SAB will conduct the annual parent survey during the first week of November. It will not coincide with conferences this year because those will be held in October.

B. Calendar for prayer and snacks:

September 14, 2011 – Trish Ognar
October 12, 2011 – Liz Haas
November 9, 2011 – Dan Davis
December 14, 2011 – Peter Christenson
January 11, 2012 – Jane Connell
February 8, 2012 – Michele Weinschrott
March 14, 2012 – Catherine Mercuri
April 18, 2012 – Marcia Velde
May 9, 2012 – We need someone to volunteer for a second time.
June 13, 2012 – Laura Maly

Those SAB members who were absent were assigned an open date. If there is a conflict, please contact another member to switch dates.

The meeting adjourned at 8:45 p.m.

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