

St. Robert School Advisory Board Meeting 13 August 2008

Present: Fr. Dennis Dirks, Lauren Beckmann, Bill Schlise, Lisa Lesjak, Tom Zale, Matt Hietpas, Michelle Frazier, Michael DeMichele and Laura Maly.

1. The meeting was called to order at 6:30 pm with a prayer.

2. Pastor's report:

- Faith in our Future campaign. Proceeds will be used to pursue the portion of the Master Plan that takes down the convent and converts it to the visible entrance of the parish and school. Cost estimates are in process. An additional priority of proceeds will be to enhance ADA/accessibility of the parish and school facilities.

Matt & Patti Linn will work to maximize school family participation.

- The parish ended the fiscal year with a roughly \$50,000 deficit attributable primarily to increased snow removal and energy costs.
- Health care coverage for parish and school employees will be improved by going to Archdiocese plan (United Health Care) that lowers family deductible to \$500.

3. Principal's report:

- The library/media program advances with focus on an information literacy curriculum. Upgrades to library collection continue. Stacks are being weeded of dated materials. Cataloging (using new software) continues. Hired a library media specialist.
- Purchased 4 smart boards. Trained 4 teachers, and a pair of smart boards are going to be used by teacher teams in the 4th & 6th grades.
- Music program will benefit from hiring of new teacher named Laurin Dodge.
- Shuffled several rooms around this summer. Music program is now in basement. Kindergarten went up to 1st floor. Academic support went to 2nd floor.
- With 28 7th graders enrolled, we can split the class. We now have 2 sections for each grade.
- Scheduled common planning time during each week for every pair of teachers. This will enhance professional collaboration and result in better teaching.
- Gym upgrades are in process; several classrooms were re-carpeted; terrazo repairs to stairs completed.

- WE Energy project to replace transformer resulted in need to move dumpster. New dumpster is in a less invasive place, and type of dumpster is less of a safety hazard.

4. Committee Reports:

- Lisa Lesjak reported enrollment at between 337 & 340 students. Great!
- **Education & Formation:** Bill Schlise reported significant progress in library work. Also, Barb Henderson joined the committee.
- **Development:** \$3,579 raised already. We will start the annual fund drive early again with a kick-off party to be held October 3rd (most likely) at the home of Craig & Diane Cepukenis (spelling?). Will need assistance from SAB members to sign annual fund letters again this year. Need to beef up alumni communication throughout the year. Also, Mary Poorman joined the committee.
- **Marketing:** The 4th of July parade was a success, although participation was light. Discussed plans for Movie Night, and indicated that the new web site should go live by the first day of school.
- **Technology:** Covered by Lauren.
- **Environment:** Covered by Lauren. Dan Davis will give an overview of the media room project at the next meeting.
- **Budget & Finance:** Nothing to report.
- **Policy:** Nothing to report.

5. Home & School: Nothing to report.

6. Parish Council: Nothing to report.

7. SAB Meeting Agendas: We discussed ways to make meetings more efficient and shorter. Suggestions include:

- Any member who has materials to distribute, please forward them to Tom Zale 1 week before the scheduled meeting for dissemination to the group. This will allow for members to study the materials before discussion.
- Agendas could have target times next to each agenda item. If an item exceeds the target time, we could either vote to continue, delay to the end of the meeting, or delay to the following meeting.
- Unless there is a significant issue to be discussed, committee reports need not be more than 5 minutes each.
- Significant issues/agenda items should be requested 1 week in advance of the meeting with a target time allocation.

We discussed the trade-off between the value of structure and the value of idea creation through the free flow of conversation. Time for a brief follow-up discussion will be on the next agenda.

8. Meeting adjourned at 8:00pm.