

**School Advisory Council
August 6, 2019
Faith Formation Suite
6:30-8:00 PM
Agenda**

Location of Meeting: Faith Formation Suite

In Attendance: Patrick Gallivan, Fr. Mackenzie, Ken Jensen, Kelly Ennis, Sue Schmidtbauer, Erin DaRosa, Coralie Kroll, Aubrey Bork, Elyse Sienko, Father Talbot, Rebecca Conroy, Father McKenzie

Unable to Attend: Melissa Gacek, Heidi Hughes

Activity	Actions
<ul style="list-style-type: none"> ● Opening Prayer – 	Father TJ
<ul style="list-style-type: none"> ● Approval of minutes from previous meeting June: <ul style="list-style-type: none"> - Approved Motion: Becky Conroy Second: Ken Jensen 	5 min
<ul style="list-style-type: none"> ● SAC Business: Open Forum- none 	Discussion 0 min
<ul style="list-style-type: none"> ● Board of Directors' Updates <ul style="list-style-type: none"> - next meeting is Sept - full appointment now, 7 members 	Father Talbot
<ul style="list-style-type: none"> ● SAC Standing Committees – Updates, Next Steps <ul style="list-style-type: none"> ● Pastors – Administrative <ul style="list-style-type: none"> - Welcome Father McKenzie - Welcome back to Members <ul style="list-style-type: none"> ▪ Mission Statement: Frassati Catholic Academy is dedicated to educating and forming students in a nurturing environment grounded in the Catholic Tradition, inspiring in students a life- long love of learning, empowering students to grow in faith, and encouraging them to share their gifts and talents in building the common good ▪ SAC Objectives: (From Website) 	
<p>Review the school's mission statement and recommend to the Board of Directors changes thereto;</p> <p>Develop a long-range plan for the School for review and approval by the Board of Directors, and recommend to the Board of Directors changes thereto;</p> <p>Plan and at the direction of the Board of Directors implement annual action plans under the long-range plan;</p> <p>Advance the School through marketing and development;</p> <p>Review the School's annual accreditation report;</p> <p>Implement policies at the direction of and as approved by the Board of Directors and formulate policies for consideration by the Board of Directors; provided that School policies may not conflict with Archdiocesan mandates;</p> <p>Review quarterly income and expense statements for the School;</p> <p>Assist the School Principal in developing the next year's proposed balanced annual budget for the School for submission to the Board of Directors by February 1st of each year,</p>	

including recommendations regarding tuition, fees, and faculty and staff salary and benefits;

Assist the School Principal in developing plans for submission to the Board of Directors, to raise funds or cut expenses if the current year budget is not projected, by March 31st, to be balanced by June 30th;

Participate in a consultative role with the Board of Directors in the search and selection process of the School's Principal;

Recommend new members for the School Advisory Council for approval by the Moderator; and

Complete an annual self-evaluation of the work of the School Advisory Council.

- Principal – Administrative

- *Fund-a-Need Update* -
Installing new sound system wk of 8/5; training to use will be wk of 8/12 and eventually teachers will be trained; Mrs. Reibel's office will be where it is stored
- *Fund-a-Need Discussion 2019* –
Consider what we request, potentially build in tuition assistance, Board looking at being more involved and strategic about the choice
- *Uniform Review 2019 per SAC* –
Pat to put the proposal in the BTS packet informing parents how to provide input; proposal heard in December at SAC to inform vendors in time; would impact uniforms in 2020-21
- *Web Page Redesign* –
Old version is still up; redesign is ready; developed by Kate/Melissa; goal to streamline and help guide users to the info they are looking for more of; transition to new site before school starts, post only if the entire site is complete
- *MNSAA Annual Report Update* –
Draft SSP Communication for stakeholders due 10/15
Does MNSAA Accreditation need to be communicated more broadly as a value for potential families? Could add to 'new family' section of website with description on what MNSAA is
- *Enrollment update (Numbers as of June 2019)*
 - Pre School 3yr olds (Barry): 10
 - PreK/4yr old (Follmer): 23
 - K: 22
 - Grade 1: 23
 - Grade 2: 32
 - Grade 3: 25
 - Grade 4: 27
 - Grade 5: 22
 - Grade 6: 17
 - Grade 7: 16
 - Grade 8: 22 *Total K-8: 206*
 - *compared to about 220 last year*
 - Middle school is where most of drop is
 - Many are moving to Mahtomedi (more), Hill Mary
 - Should a plan be put together to address upper end

<p style="text-align: right;">of academic performance? SAC/Board potential to consider funding/plan</p> <ul style="list-style-type: none"> ○ ACTION: Table “Retention” until September <p>- ACTION: All ask individual to join SAC (part of WBL community with marketing/finance/strategic planning qualification) Send out update with current roles and openings</p> <ul style="list-style-type: none"> - <i>Grants CCF</i> – Continuing grant to support marketing and enrollment efforts; we will be notified in Mid-October - <i>Possible collaboration with St. Jude for CSCOE grant (Elyse)</i> – Potential to partner with St Jude on volunteer opportunities to get grant money from SYSCO <p>-</p> <ul style="list-style-type: none"> ● <i>Grade 8 School Garden:</i> <ul style="list-style-type: none"> ○ Volunteers tending throughout summer ○ Fall Plan: allow PreK, K, 1 to harvest and eat ● <i>Fundraising - 5K:</i> <ul style="list-style-type: none"> ○ Communication plan being executed (this summer) ○ Goal will be \$40K based on 2019/20 budget ○ Trying to limit fundraising expenses to no more than 15% of total budget ○ Sign-up Genius – at beginning of school year ● <i>Finance:</i> none ● <i>Strategic Planning (Erin and Rebecca)</i> <ul style="list-style-type: none"> ▪ Summer Survey – sent to 2018/19 families; 109 responses so far ▪ Will review responses to share at next meeting; find highlights for Annual Report ▪ Goal to send the same survey every year for comparison ● <i>Co-Curricular:</i> <ul style="list-style-type: none"> ▪ Fall soccer K-2 (Need volunteers and participants) – registration went week of 7/29 ▪ Fall Spirit Wear; have samples and/or items for purchase at 5K and BTS night 	
<ul style="list-style-type: none"> ● Other Business: <ul style="list-style-type: none"> - Developing Learning Lab report for Catholic Press on how many students met growth goals and identify where we can improve our scores - School safety – I Love You Guys Foundation has resources (free) ● Motion to Adjourn Meeting: First Motion: Kelly Second: Becky ● Closing Prayer – Mr. Gallivan 	<p>Discussion 5 min Next Meeting: September 10, 2019</p>

