

**School Advisory Council  
December 3rd, 2019  
Faith Formation Suite  
6:30-8:00 PM  
Agenda**

In Attendance: Patrick Gallivan, Ken Jensen, Heidi Hughes, Sue Schmidtbauer, Coralie Kroll, Elyse Sienko, Father Talbot, Melissa Gacek, Jennifer Docken, Aubrey Bork, Rebecca Conroy

Unable to Attend: Kelly Ennis, Erin DaRosa

Activity	Actions
<ul style="list-style-type: none"> <li>Opening Prayer</li> </ul>	
<ul style="list-style-type: none"> <li>Approval of minutes from previous meeting:               <ul style="list-style-type: none"> <li>Approved Motion: Rebecca Second: Ken</li> </ul> </li> </ul>	<b>5 min</b>
<ul style="list-style-type: none"> <li>SAC Business: Open Forum – newsletter reminder</li> </ul>	<b>Discussion 0 min</b>
<ul style="list-style-type: none"> <li>SAC Standing Committees –Updates, Next Steps               <ul style="list-style-type: none"> <li>Board                   <ul style="list-style-type: none"> <li>Next Board meeting is 12/12 – may need to be rescheduled due to Christmas concert</li> <li>Potential for other board member attendees: Father Talbot to talk to board</li> </ul> </li> <li>Pastors – Administrative: none</li> <li>Principal – Administrative                   <ul style="list-style-type: none"> <li>School Marketing Video Progress Report                       <ul style="list-style-type: none"> <li>Highlighting different grade levels (PreK/K, 1-2, 3-4, 5-8, Learning Lab)</li> <li>Existing parents will be providing perspective to incorporate into script</li> <li>Can be segmented by grade levels for other more specific uses, like chunks on FB in addition to broad uses like the website, Gala, after mass</li> <li>Costs supported by CSCoE grant reallocation</li> <li>Complete by Catholic Schools Week</li> </ul> </li> <li>Math Training based on MAP data                       <ul style="list-style-type: none"> <li>3<sup>rd</sup>/4<sup>th</sup>/5<sup>th</sup> have redundant curriculum, so this can help customize education</li> <li>Using NWA data to create higher scores and push kids forward</li> <li>Trainer to come 1x in each of Dec – Jan – Feb to work with teachers</li> <li>Potential to follow-up communication on:                           <ul style="list-style-type: none"> <li>What we're doing near term (teacher update in weekly letter after first training session)</li> <li>Broader, longer term strategy to support retention</li> </ul> </li> </ul> </li> <li>Uniform Review Committee - Mrs. Schmidtbauer                       <ul style="list-style-type: none"> <li>Added middle school skirt with black leggings (from previously reviewed version)</li> <li>All voted on paper copy and wrote edits if desired for Pat's review and finalization this week</li> </ul> </li> </ul> </li> </ul> </li> </ul>	

<ul style="list-style-type: none"> <li>- Retention Discussion Follow-Up Report- (Ken) <ul style="list-style-type: none"> <li>▪ Start focus on 8<sup>th</sup> grade – conduct survey, one with kids, one with parents</li> <li>▪ Rely on SAC to help execute parent surveys; Ken to have names and directions or each member by Jan meeting</li> <li>▪ Attrition themes based on exit discussions with Pat, prioritized by ability to influence</li> <li>▪ Time in January with Catholic Schools week</li> <li>▪ After Jan survey with 8th grad, should have more specific reasons to further action plan and move into next phase of surveying younger middle school</li> </ul> </li> <li>- Catholic United Financial Raffle- (Jennifer Docken) <ul style="list-style-type: none"> <li>▪ Letter to go out next week announcing the effort</li> <li>▪ Communication plan created and reviewed to ensure it compliments church general offering, Catholic Services Appeal, and Gala <ul style="list-style-type: none"> <li>- Pat: will ensure dates raffles will be available and when drawing is</li> <li>- Goal to have video ready in time for use in church</li> </ul> </li> <li>▪ Potential for contest for classrooms</li> </ul> </li> <li>- Annual Report <ul style="list-style-type: none"> <li>▪ Final and should be back from printer this week</li> <li>▪ Mail next week (of 12/9)</li> </ul> </li> <li>- Preschool Survey: Update</li> <li>● <b>Fundraising:</b> <ul style="list-style-type: none"> <li>- GALA: Need: Fund a need goal</li> <li>- Sent mailer to previous donors, this week</li> </ul> </li> <li>● <b>Finance:</b> none</li> <li>● <b>Strategic Planning:</b> <ul style="list-style-type: none"> <li>▪ Summer Survey - Goals</li> <li>▪ SEL and Handbook <ul style="list-style-type: none"> <li>- Work group of parent and student representatives met in Nov</li> <li>- Created goal for work group (paraphrase) to update policy and have developmentally appropriate consequences and support teachers</li> <li>- Survey for teachers to find out what's working/not related to discipline to help evaluate current grid</li> <li>- Communication will go out in school newsletter to inform parents – Erin to draft</li> <li>- Start looking at some videos this year and use formal SEL videos to train staff next year</li> </ul> </li> </ul> </li> </ul> <p><b>-Co-Curricular:</b></p> <ul style="list-style-type: none"> <li>▪ Art Club- November, February and April</li> </ul>	
<ul style="list-style-type: none"> <li>● Other Business: - none</li> <li>● Motion to Adjourn Meeting: Melissa</li> <li>First Motion: Second: Rebecca</li> <li>● Closing Prayer –</li> </ul>	<p>Discussion <b>5 min</b> <b>Next Meeting:</b> <b>January 7</b></p>