

September 12, 2019

Advisory Board Meeting September 2019

Meeting Notes

- 1) **Call to Order 7:00PM**
- 2) **Opening Prayer**
- 3) **Pastor's Report**
 - a) Oct/Nov Committee meeting at parish
 - b) New Pastor appointment made Feb 2020
 - c) Start Date: TBD but looking at July 1st
- 4) **Principal's Report**
 - a) Add Principal's Report as attachment to Meeting Notes every month
 - b) Follow-up for October Meeting: Mr. Theis to provide Aspire Report Results and Action Plan including comparison to previous year.
- 5) **President's Report**
 - a) Introduction of 2019/2020 Board Members
 - i) Marisa Kolar, President
 - ii) Roseann Schipma, Vice President
 - iii) Caitlin Ball, Secretary
 - iv) Colleen Foley
 - v) Josie Jackson
 - vi) Tim Marks
 - b) Partnership Approach for School Year
 - i) The School Advisory Board is excited to kick off a new year and work collaboratively with the school administration for the common goal of continuous improvement.
- 6) **New Business/Announcements**
 - a) 90th Year Celebration/90th Logo Presentation
 - i) Mr. Theis and Fr. Flynn approved 90th Anniversary logo
 - ii) Ideas for Spirit Wear
 - (1) Nov Craft Show (MC donate table)
 - (2) Sell at 5K in October
 - (3) Continue to use Angie @ Tomber (designs preferred by families)
 - (4) Look into online ordering / payment?
 - iii) How to incorporate 90th Year into the school year month by month plan
 - (1) #needhashtag
 - b) Principal Retirement Announcement/Next Steps
 - i) Committee formed early 2020: Jan- March
 - ii) Pastor leads new principal recruitment
 - iii) School Board involved in interview process
 - c) Pastor Update – See above
 - d) Review of parent survey results and recommended action plan
 - i) Tech Improvements:

- (1) Met with St. Alexander teachers & IT for key learnings
- (2) Tech Committee established, would first pilot a device for each teacher
- (3) Board Ask: 3 year plan with estimated costs to ensure funding secured from various groups: (ie. MANNA and Holy Name)
- ii) Facilities Improvements:
 - (1) Board rep to obtain quotes for bathroom improvements
- iii) Full Time Spanish Teacher:
 - (1) Mr. Theis to explore feasibility of full time Spanish Teacher for 20/21 School Year and provide update in October meeting
- iv) Communication:
 - (1) Starting week of 9/16, Mrs. Colesby confirmed only youngest child will receive paper communication
 - (2) School to advise if Weekly Email can include pdfs of each handout for easy reference
 - (3) Digital communication is preferred. Prioritize distribution of any news via email and/or text (preferred over paper).
- e) Water Fountain for Chapel Hall
 - i) Installation to be completed prior to end of month.
- f) Preschool 3 Teacher update
 - i) New full time preschool 3 teacher will begin on Monday 9/16. Letter to parents went home on 9/15.
- g) School Facebook Page
 - i) Mr. Theis approved SAB sending reminder to teachers/faculty of content strategy to showcase all the great work going on in the classroom.
 - ii) SAB suggested annual review of Facebook page admins to ensure current members and faculty have access. Follow-up with Mrs. Janicke
- h) WIFI/Security Cameras Update
 - i) Security cameras have been installed. Wifi nearly completed thanks to the volunteers.
 - ii) New partner, Complex Network Solutions, has been onboarded for tech support.
- i) Partnership with local school regarding 1:1 device program: Status Update
 - i) See above.
- j) Aspire Test Scores – Timing of Results and Action Plan
 - i) Faculty is reviewing scores and they will be available on Power School towards end of September
 - ii) Mr. Theis to provide results, comparison to previous year and benchmarks along with action plan at October meeting
- k) Spirit Wear
 - i) SAB will oversee creation and distribution of Spirit Wear
 - ii) SAB to explore selling at key events throughout the school year – ie. Craft Fair, SGAC games, etc.
 - iii) Incorporate 90th anniversary logo where possible

7) Questions/Comments from the floor

- i) EPI Pens in Cafeteria
 - (1) Have school approval, Josie will follow up with options and how to pursue placement
 - (a) <https://www.epipen4schools.com/> will distribute free epi pens
 - (b) Will need a school rep or nurse to submit order with a prescription
 - (2) Volunteer Incentives - ongoing plan to have families to be involved

8) Motion to Adjourn 8:30PM

9) Closing Prayer