



School Advisory Council Minutes

September 21, 2017

2017-2018 Members P=Present A=Absent

P - Father Maxy	A - Mary Haluska	A- Danyelle Ramsey	P - Erica Pyne
P - Jill Ludwig	P - Troy Portash	P - Lyndie Hamlin	P - Matt Olsen
P - Tony Phipps	P - Paula Brotherton - C	P - Teresa Yohn	P - Anne McCoy
P - Jill Durand	P - Bart Lancellotti		

Introduction of new members – Bart Lancellotti & Jill Durand

Opening Prayer – Father Maxy

Review of open and confidential (closed/executive) meetings – Erica shared what is acceptable to share and how to share information while still in keeping with confidentiality. All SAC members present signed confidentiality agreements.

Approval of previous minutes – Changed posting “notes” from SAC meeting on board to be posting “minutes” from SAC meeting on board. Minutes will be posted on the school website as soon as approved by Erica. Matt Olsen voted to accept minutes from June, Lyndie seconds, none opposed. Minutes Approved.

- **Father Maxy’s Report**

- Ministry Commitment weekend on 9/23 & 9/24–Shaped to Serve God. Asking all to consider how they can share their time and talent and come to the ministry fair after all Masses to sign up for areas to serve in the parish. Opportunities for students as well as children in the parish to participate in ministries for children (children’s choir, etc.).
- Youth Ministry and RCIA starting
- Alpha Class – open to all to learn and know more about the Catholic faith. Runs seven weekends with classes on Sunday nights.

- **Budget Report – Anne**

- Reviewed budget report. Starting a new budget year.

- **Development Report – Teresa**

- Recapped prior year’s fundraising
- Eagle Open had an excellent year

- Book Fair went well, able to use points earned for school supplies
- Eat Out fundraisers are community building but also bring in money for tuition assistance.
- Amazon fundraising is easy and has brought in good dollars for the school.
- Bottle drop is a wonderful fundraiser, families taking bags to work and bringing in for our benefit.
- Working on a donation from the CYO board to install padding in the gym.
- Continued good relationships with organizations that provide grants to SJA, students help keep those positive relationships through their appreciation.
- Still work to be done on the playground to add surface mat to area under play structure. Grant was approved, delayed project till summer of 2018. Still additional plans to continue to make it even better.
- Excellent year in of fundraising!
- **Principal Report– Erica**
 - Added some new things to help welcome new families into the school, including new family meetings. Great engagement and discussion. Contact information from SAC and school member to given to new families for someone to reach out to with any questions about the school or school life.
 - Moved away from wikis to classroom sites to increase consistency of information from teachers. Students can access goggle classroom from the classroom sites also. Overview of how to access sites was given to new families. Was supposed to be attached to weekly eagle last week but may have been missed. Will be added to this week’s weekly eagle. Asked SAC members to provide feedback on how the system is working.
 - Something to add to weekly eagle is how lunch accounts work and how to add money to lunch accounts. You cannot pay ahead in FACTS but can pay ahead via a check to the school (via Miss Leslie or Anne McCoy). Families will be billed for lunches via FACTS if on autopay for incidentals; if family is not on auto pay the must go into FACTS and pay it.
 - Surveys went out last week to school families on accreditation. SAC member will receive an additional survey. Questions on Catholic Identity are part of the accreditation process document from ISL protocol for surveys, SJA does not have the ability to modify or clarify these questions on the survey.
 - Erica is spending time in the classrooms on a very regular basis. She has some training coming up and is being asked to server on 2 committees with the archdiocese that will keep her away from the school some; she is still very connected even though you intermittently may not see her.
 - Discussion of how Rosetta Stone for Spanish will be measured. Working on measures, currently getting feedback from teachers as well as seeing students using the program in real time in the classroom.
 - SAC Training Webinars for new members are coming up, not everyone participated in the past. At minimum the archdiocese wants the chair to participate but they recommend all SAC members go through the training. Training sessions are Sept. 25th & 26th or October 18th & 19th. A few members are interested but would like to know the times. Erica will send out the times, please RSVP to Erica.

- Archdiocese Strategic Planning “Key Findings” Report out September 27th – Bert can attend. Father, Teresa, and Erica are going.
- **Strategic Plan – All**
 - Paula recapped the strategic goals from last year. We selected some of the best ideas from last year and now are tasked to put some of those ideas into action. Ideas are only successful if we act on them. Our number one idea from last year was getting our database created. The database is in greater giving and contains contacts from our SJA directories, prior donors, parish members, as well as e-mails from the email-a-thon from last year. Approx. 4,000 contacts but still some clean up that needs to be done. Troy Portash offered to help with cleaning up the data base pulling out duplicates.
 - Discussion again about getting a phone-a-thon going this year. Need to consider the timing with all the other requests that go out like, annual fund drive, which happens right after the auction. Could we incorporate it as another type of touch point as a part of the fund drive? Trying to ensure a different audience from other fund drive requests, people who may not give if we don’t call them on the phone. Need to get something going before the end of the year if we want to have donors take advantage of tax deductible giving. Only two SAC Meetings left this year to plan for this to take place. Final decision is to hold in February. Will work on date and script for calls in our next meeting.
 - What other ideas do we have about how we can grow our database? Understanding connections between families and businesses who donate so that we can keep relationships going even after the family moves out of the school. Can we link the interests of the donors to make the connections more personal, for example businesses/families interested in sports get school sports related info? Encourage families to support businesses that support the school. Erica can add this to her information that goes out to families. Teresa will look at how we can get more information out of greater giving.
 - We had an influx of students in 6th grade this year. We had some schools where students came in from other schools that don’t have a K-8 school and wanted a middle school within a K-8 school. Do we have an opportunity to target communications for schools that only go through 5th grade? During our enrollment/Open House planning in January we should consider how we incorporate this.

Next Meeting: Thursday, October 19th @ 6:30 p.m.

Meeting Adjourned @ 8:17 p.m.

Submitted by,

Jill Ludwig

