

## **St. Joseph School Committee Minutes for Wednesday, September 14, 2011**

The Committee came to order at 6:45 P.M., following the Prayer Service with all committees in Church.

**Attendees:** Jill Gilmore, Linda Cooney, Jim MacGillis, Jeff McCarthy, Santo Ingrilli, Jackie Thurner, Lauren Weinfurt, Gary Wendler, Stephanie Silman, and Rochelle Steininger

**Absent** were Linda Slawinski, Tom Szews and Wendy Krause.

Jill Gilmore circulated the list of subcommittees so that School Committee members could sign up for these committees for the current school year.

**Subcommittee Reports** followed:

Technology: Jim MacGillis reported that they have been looking at

1. The possibilities/costs for a wireless network in both the school and the parish office:
  - a. They are doing a comparison of costs/efficiencies of wireless throughout the building vs. parts of the building
    - i. A wireless cart might be more consistent, for older students, with what they will be facing in high school and college.
    - ii. Lower grades and teachers would probably find use of the computer lab more time-efficient, especially with the Smart Board available there.
  - b. The subcommittee is looking not only at adding hardware, but also including training for teachers. (It was noted that some teachers have completed a week-long class this summer on the use of Smart Boards)
2. Cloud-based technology. (How would this be made workable for families without the necessary technology at home?)
3. Current system needs, as well as 3- and 5-year plans
4. Linda noted that tomorrow evening, (9/15), Holli Klatt would be giving an overview to parents regarding technology. There was some concern about alerting parents to get the highest possible involvement in this presentation. Jim added that the Technology Subcommittee needs to meet further to clarify goals before supplying detailed information to parents regarding plans.

PR/Development:

Jill Gilmore reported:

1. There is need to get more people involved in fundraisers and to get these on the calendar.
2. The magazine sale is going on right now. Not only does St. Joseph benefit from current proceeds, but it also benefits from renewals during the year, as well. The "Drop Dead" date for the sale is September 22<sup>nd</sup>.

### Home & School:

1. Linda Cooney asked if the School Committee members felt it was important to have someone come in person to our meetings to give the report from Home & School, or if it would suffice to have her read a report from them, since she is present at all the Home School meetings. School Committee members agreed that it would be satisfactory to have Linda read the report.
2. Linda noted that the first meeting for Home & School had been September 8<sup>th</sup>. The Committee had all new members, former members, plus five guests.
3. The Committee sponsored the Back-to-School Picnic, which had great attendance. Audrey Szews organized the assigning of mentor families to new families. Each family new to St. Joseph School was matched with a family already attending the school. These mentors will help new families throughout the year with any questions or concerns they may have.
4. The Home & School Committee will be providing refreshments for Back to School night, and will be brainstorming different ideas for fundraisers.

### Parish Council:

Jim MacGillis reported that the Parish Council now has a strategic plan, with infrastructure in place & on paper. The plan was completed in June after working on it long hours – including at homes outside meeting times. The plan includes action items and due dates. Robbie Albright, the new Chairperson, will be continuing with this plan, working at getting people more involved in the parish. School Committee members asked if they could obtain a copy of this plan. Jill said that she would check into getting copies.

### Principal's Report:

1. Linda told the Committee that St. Joseph School's theme for this school year, selected by the faculty, is "Follow the Son." Each family was assigned a school opening day project: to make a sun, and decide how they were going to "Follow the Son."
2. School enrollment was 239 at the beginning of the school year, but 2 families had to be turned away: two students for financial reasons, and two students because they were not ready for K-3. School enrollment is now 235, with the following breakdown by grade level: K-3: 15; K4: 22; K5: 25; Gr. 1: 13; Gr. 2:24; Gr.3: 22; Gr.4: 19; Gr.5: 20; Gr. 6: 26; Gr.7: 25; and Gr. 8: 24.
3. A number of new families have related that they felt their transition and adjustment had worked out very well. Some families new to St. Joseph School last year also reported they were happy with how smooth their transition had been.
4. The Faculty finished up the Self-study in preparation for the Accreditation Process this November, and Linda presented a copy of the "Accreditation School Improvement Plan" to each member of the School Committee.
  - a. Faculty reviewed all of the standards and set overall goals for improvement.

- b. Faculty developed a long-range plan to address each standard. The Leadership Team oversaw this work, but every standard was reviewed and completed by the entire faculty.
  - c. On November 9<sup>th</sup> & 10<sup>th</sup> the Accreditation will be done by the Archdiocese.
5. Barb Laubusch, Jennifer Skinner and Linda Cooney are being specially trained to help students needing intervention for falling behind in their learning. (This training was begun last school year, was continued during the summer, and is ongoing during the present school year).

### Teacher Reports:

Jackie Thurner presented the following items:

1. Attendance was almost 100% on Drop-off Day, when students and parents brought their supplies and met their teachers.
2. Grade 7 had their overnight Team-building Retreat on September 12 -13. This has been a highlight for the 7<sup>th</sup>-graders of previous years – and it seems it will be for the present 7<sup>th</sup> graders, as well.
3. “Buddies” were assigned for the current school year: 6<sup>th</sup> graders will be buddies for K-3 students, 7<sup>th</sup> graders for K-4, and 8<sup>th</sup> graders for K-5.
4. Students in Grades 4, 5 and 6 dissected starfish in science class. Some mothers of students came to help.

### **Event Discussion**

Back-to School Night is tomorrow, (9/15/11). Wendy Krause will speak.

### Octoberfest:

Jill announced that it has been customary for the School Committee to handle the concessions for Octoberfest, which will be October 23<sup>rd</sup> from 11:30 – 3:00. She noted that this might involve some shopping. She will check with Katie Gerstmeier and get the binder of information from the previous Octoberfest event. She will get this information for the next School Committee meeting so that School Committee members can sign up for the tasks, and she asked members to reserve the date on their calendars.

### Fundraisers:

The question is: where can we get “the most bang for our buck”? Considering this question led to discussion of the following points:

1. Some fundraisers have dwindled in productivity. PR/Development should discuss this, possibly get a list of previous fundraisers and take it to Home & School. Perhaps it would be more productive to have a couple of large fundraisers rather than too many.
2. Jeff suggested a meeting of all those who have been involved in previous fundraisers in the parish, since different groups are all doing different

fundraisers. He added that we need to understand the needs and what everyone else is doing. Even if every group keeps its own fundraisers, we should have coordination among the groups to ensure some diversity.

3. Jill mentioned the need to get a calendar of the various fundraisers in the parish for the year, and said that she would obtain this.
4. Santo Ingrilli stressed that we remember the value of fundraisers for building community by getting more people involved in the activities – rather than valuing the fundraisers solely by the money they raise.

### **New Business**

1. Linda asked Committee members to bring their binders to the next meeting to review/update them.
2. Wendy is going to be tracking service and cafeteria hours and will be developing a form for this. It was suggested that the forms for this need to be available now, so that people do not forget to report their hours.
3. Jill will send out a report of who is on each subcommittee. Subcommittees should be meeting and setting their goals for the year.

### **New Action Items**

Jill will:

1. Get the Parish Council's strategic plan out to School Committee members;
2. Get a calendar of fundraising activities and send it to all fundraising people;  
and
3. Find the Oktoberfest information so that we know what has been done previously in running the concessions.

A motion to adjourn was made by Gary Wendler & seconded by Jeff McCarthy.

The meeting adjourned at 8 PM.