

# **Saint Columbkille School Advisory Council**

## **Meeting Minutes September 6, 2018 6:00 p.m. School Library**

**Members Present:** Mike Campie, President; Angie Eidem, Vice President; Julie Stangl, Secretary; Wendy Squarcia, Nick Emanuel, Jennifer Sauer, Kayla Uptmor, Brandi Redburn, Principal; Sarah Foreman, Assistant Principal, Fr. Dave Reeson, Pastor

**Excused:** Carrie George

**Guests:** Phil LaSala, Director of Pastoral Council; Diane Ferro, President of HSA; Kristin Steenson, VP of HSA

**Opening Prayer** – Angie

### **Recurring Business**

- **Leadership**

- **Principal / Assistant Principal -**

- Security System Update:
  - The system should be fully operational by the end of the week. The final cost was \$29,770 which is being paid by HSA. I have submitted a request from the Fish Fry to fund an additional \$4,865 to pay to have the East and South doors set up with card access, lock down controls, etc which was not in the original proposal.
- Clocks:
  - We are having 30 new clocks and one new Master Clock installed on September 14. The cost is \$8,832.00 and will be paid by a generous donation.
- MAP Testing:
  - MAP testing for grades 1-8 was scheduled to be completed last week, but the company was having technical difficulties so we will finish the testing up by the end of this week.
  - Student data for grades 3-8 will be uploaded into a program called Exact Path which we will be able to use for remediation and extension. Teachers will receive training on Exact Path later this week.
- Terra Nova Testing will be at the end of September.

- Youth Frontiers:
    - Our 5th Graders will have a day long Youth Frontiers Kindness Retreat on Sept 21 in the Social Level.
  - High School Recruitment:
    - Visits from all of the Catholic High schools are scheduled for the end of the month. Grades 6-8 will attend. 6th graders haven't in the past, but because the Middle School includes them, they'll go, too.
  - Professional Development Focus for Sept. & Oct:
    - Trainers from ESU 3 will work with teachers on the 6 Traits of Writing. We chose this focus based on our MAPS test results, Terra Nova results, and the high school placement test results.
    - Language Arts is the next improvement area. We will also work on mapping our writing curriculum.
  - AdvancEd Surveys:
    - Parents, students, and teachers will be surveyed in October.
    - Parent surveys will be sent out to coincide with P/T Conferences.
    - Sarah F. Will be attending a workshop with 2 staff members from our School Improvement Team.
    - In the Spring, students and teachers will also have to complete an "inventory."
  - RESPECT Program for Parents:
    - September 27 at 6:30-7:30 PM. RESPECT does Bullying Prevention programs for students; we brought them here last year during Catholic Schools Week for all grades.
    - Patricia Newman is a local Clinical Child Psychologist and the Executive Director of RESPECT, and she will be doing a presentation for our parents!
- **HSA:** The following is a brief summary of upcoming HSA events. [SAC members please attend:](#)
- September 7 - Crusader Walk Address Labels Due
  - September 11 - New Family Welcome Session at 6:00 p.m.
  - September 11 - HSA Meeting at 6:30 p.m.
  - September 18 - Crusader Walk "Dress Down Day" for \$1
  - September 24 - Mail Crusader Walk Letters
  - September 30 - Family Fun Day at Papio Fun Park
  - October 4 - Ceili Kick Off at Stave at 6:30pm
  - October 12 - Crusader Walk

## **Deliverables from last meeting**

- Strategic Plan - Each group provided an update/report of new goals
  - 1) Finance: Mike, Julie, Jason
  - 2) Academic Excellence: Carrie, Kayla, Jen
  - 3) Catholic Identity: Nick, Angie, Wendy
- Class assignment / Grade Level Liaison (Complete)
  - Note will be given to the teachers with the SAC member's name and email address that is assigned to each class so that parents can reach out, as needed.

## **New Business**

- **Strategic Plan** – Assignments and Process for this year
  - Each of us will have an area to work on throughout the year
    - 1) Finance: Mike, Julie, Jason
    - 2) Academic Excellence: Carrie, Kayla, Jen
    - 3) Catholic Identity: Nick, Angie, Wendy
  - Monthly meetings will be report outs and feedback vs. working sessions on these items.
  - Each team to review the strategic plan and decide on specific goals for the 2018/2019 school year. **Plan to share these goals with the team at the September meeting.**
- **Annual Planning** – Review events with required attendance:
  - St C 101 – 1<sup>st</sup> Sundays after 1030 Mass. Sign up sheet passed around.
  - Pastoral Council - 2nd Wed. of each month at 8:00 in Parish Office Sign up sheet passed around.
  - Finance Council - 3rd Thursday of each month at 8:00 pm in Steinhausen center. Sign up sheet passed around.
  - HSA - make an effort to attend meetings and events
  - Stephen's Center – Sept 12, 4:45 pm.
    - \$10 per person for the ham
    - Sign up sheet for other food items

- Items can be dropped off at Angie’s house prior if you can’t make it to the Stephen Center by 4:45. Logistics of this will be discussed at next meeting.
    - Your children are welcome to attend.
  - Family Welcome Picnic – Monday, August 6<sup>th</sup>, Cimarron Woods Splash Pad
- **Policy Review** this year: 1000-4000 Series
  - Mike will send Brandi updated copy of the policies and Constitution
  - Will review a plan to review the policies at the next meeting
- **Christmas party**
  - Low key get together with appetizers and drinks for members and spouses
    - Targeting Sunday afternoon, Dec. 9
    - Mrs. Redburn to look at Steinhausen reservation
- **SAC Meeting Start time changed to 6 pm, starting with Sept. meeting**
- **SAC Meeting Attendance**
  - Dates 2018-2019 school year SAC meetings = first Thursday of month except January and March due to holidays/spring break:
    - Sept. 6
    - Oct. 4
    - Nov. 1 (Same night as Parent/Teacher Conf. Meeting location TBD)
    - Dec. 6
    - Dec. 9 Christmas Party
    - Jan. 10
    - Feb. 7
    - March 14
    - April 4
    - May 2
    - June 6
  - Please make every effort to attend these meetings. Meeting absences will be counted as “excused” if communicated ahead of time for legitimate reasons (e.g. sickness, death, work travel that can’t be changed, etc.).
  - Going forward, the minutes will reflect the team members who are “Excused” and “Absent”

- A dial-in option will be provided for those that can't make the meetings in person.
- Please come to the meetings prepared. Read through the agenda and all pre-meeting notes and reports. Going forward, Mrs. Redburn will send out her Update Summary on the Monday prior to the meeting. We will have time on the agenda for questions / comments.

**Next meeting Topics:**

**Review Goals for each of the Strategic planning areas**

**Discuss adjusting the parent survey: Decide what is the goal / what do we want to get out of it?**

**Principle summary**

**Closing Prayer – Angie**

**St. Columbkille 101: August 5<sup>th</sup> - Mike**