

St. Katharine Drexel Parish Committee Report

Name of Committee: School Board of Education

Date of Meeting: October 15, 2009

Committee Chairperson: Janice Tischler

Members Present: Dan Booker, Susan Caine, Pat Clark, Barb Haase, Mary Luckas, Todd Priewe, Troy Schliesman, and Janice Tischler

Absent: Fr. John Schreiter, Kathy VandenBoogart; Fr. Jose Gonzales, Judy Johnsen, and Roland Voelker

Guests: Lois Ely and Deb Lange

- 1) Call to Order - 7:05 p.m.
- 2) Opening Prayer - Janice Tischler
- 3) Introduction of guests present -
 - a) Lois Ely and Deb Lange
- 4) Review and approval of previous meeting minutes.
 - a) Motion to accept - Pat Clark
 - b) Motion seconded - Dan Booker
 - c) Review new format prepared by Parish Council

Decision Made: Minutes will be prepared using the format.

Follow Up Work-Person Responsible: Todd Priewe, secretary to prepare minutes using new format

- 5) Audience Comments / Eyes and Ears.
 - a) None
- 6) Correspondence.
 - a) Susan Caine reported that Judy Johnsen requested a complete committee roster for the School Board of Education
 - b) Electronically mailed Family Newsletters...
 - i) Barb Haase reported that the family newsletters have been e-mailed for three weeks. She indicated the newsletters are also being sent to the parish council members.
- 7) Pastor's Report
 - a) None
- 8) Administrator's Report - Barb Haase
 - a) Theme day
 - i) The day and planned events went very well.
 - b) 4th Grade Hillside Manor visits
 - i) Our long standing tradition of having the 4th graders visiting Hillside Manor has stopped. Beaver Dam Community Hospital's new policy for preventing the spread of illnesses precludes our fourth grade class from meeting and spending time with their elderly patients. However, fifth grade visits to Golden Living Center will continue.
 - c) Conferences
 - i) November 3 and 5, 2009.
 - d) Accreditation

- i) November 10 and 11, 2009. (See new business...)
- e) H1N1 flu shots
 - i) Plans are being developed to make H1N1 flu inoculation available at no cost to our 5th, 6th, 7th, and 8th grade classes. Tentatively scheduled for early November.
- f) Arch-diocese of Milwaukee - School Board In Service Review
 - i) Barb Haase and Todd Priewe attended the in-service on September 28, 2009.
 - ii) Discussed the discernment to consensus process
 - iii) Presented copies of the hand-outs from the in-service meeting to those board members who did not attend.
- 9) Committee Reports and Next Scheduled Committee Meeting Dates.
 - a) SCRIP Committee - Troy Schliesman
 - i) While the committee results reporting have been very good, there have been no regularly scheduled meetings.

Decision Made: SCRIP committee should meet quarterly, at a minimum.

Follow Up Work-Person Responsible: Troy Schliesman will prepare a meeting schedule with the Jenny Booker and the SCRIP committee.

- ii) Updated point-worthy action list.

Decision Made: Let the point system program run as it has been.

Follow Up Work-Person Responsible: No follow up required, let program run as it has been.

- b) Financial Report/Budget - Lois Ely
 - i) Dan Booker questioned why the Diocesan Assessment (account 4680-34) is over the budgeted amount. Lois Ely and Barb Haase concurred that this account not only has the diocesan assessment charge but also the new arch-diocese marketing campaign assessment. Barb reminded all of the marketing tools and materials that are now at our disposal.
- c) Development Committee - Janice Tischler
 - i) Public Relations
 - (1) Barb Haase reported that the PR committee has been meeting and developing our marketing plan faithfully over the past several months. The final phase of the marketing plan is for the Home and School committee to review the marketing plan and as necessary, add any programs that are not listed. The marketing plan is required for the upcoming accreditation visit.
 - ii) Evening of Glitz
 - (1) Janice Tischler reported that this will be her final year as chair person for the Evening of Glitz. Susan Caine will assume Janice's responsibilities.
 - (2) Janice reported that there are a number of very nice items that have been donated to the auction's cause.
 - (3) The committee is working with Beaver Dam Country Club to improve the menu
- d) Endowment - Todd Priewe
 - i) Planning to send off the annual fund drive documentation with the November mailing.
 - ii) Clarify members of Endowment Committee as stated by Bylaws

- (1) The following people serve on the Endowment Board of Trustees
 - (a) Fr. John Schreiter, pastor
 - (b) Jerry Reчек (Brett Reчек as substitute) - appointed by the parish council
 - (c) Larry Turner - appointed by the parish council
 - (d) Mike Kaul, secretary - appointed by the school board
 - (e) Todd Priewe, treasurer - appointed by the school board
 - (f) John Grey, chair - appointed by the parish council
 - (g) Randy Richard - appointed by the school board

e) Parish Council Liaison Report.

i) Judy Johnsen.

- (1) Requested that minutes be done one week prior to the parish council meetings

Decision Made: Minutes will be prepared using the format and completed by the Monday morning, following the School Board meeting

Follow Up Work-Person Responsible: Todd Priewe, secretary to prepare minutes using new format on schedule

- (2) Understanding the School Board cannot meet on the all-committee meeting night, Judy requested that the School Board meeting be held on the second Thursday of the month to allow enough time for the minutes to be prepared and submitted.

- (a) Barb Haase cautioned that the school's calendar is already planned and a number of sub-committees have planned around that calendar.

Decision Made: Beginning with the July, 2010 meeting, the School Board will meet on the Second Thursday of the month.

Follow Up Work-Person Responsible: Janice Tischler to inform Judy Johnsen of the schedule change.

- (3) School Board liaison to the parish council

- (a) Troy Schliesman will attend the parish council meeting on October 29, 2009

Decision Made: The School Board will prepare a rotating schedule for its members to attend the parish council

Follow Up Work-Person Responsible: Janice Tischler will prepare and distribute a sign-up sheet for parish council meeting attendees

10) Old Business.

- a) Strategic Planning - Getting on track again.

Decision Made: An annual planning and budgeting timeline needs to be developed that outlines when key items need to begin and complete in order to meet the planning requirements.

Follow Up Work-Person Responsible: Todd Priewe to prepare a draft schedule for annual strategic planning milestones and distribute prior to the next school board meeting.

11) New Business.

- a) School Board In-Service and use of Consensus for decision-making
- b) School Board Name Change: Board or Committee.

Decision Made: Continue with School Board of Education

Follow Up Work-Person Responsible: Janice Tischler to inform Judy Johnsen that the name will

remain.

- c) School Board Date Change: 2nd or 3rd Thursday. - See above

12) Accreditation visit schedule/question review.

- a) Barb distributed copies and discussed the accreditation visit timeline

Decision Made: The Athletic Association and Band Guild officers need to be in attendance for the accreditation visit as scheduled, on Tuesday, November 10, 2009.

Follow Up Work-Person Responsible: Janice Tischler to send a reminder to the sub-committee chairpersons of this requirement on Tuesday, November 10, 2009.

13) Adjournment

Next Meeting Date/Time/Location: 7:00 p.m., Thursday, November 19, 2009 in room 215 at the Elementary Campus

To: Parish Council (Check one)

- For your information. No action needed at this time.
- Please put us on your next agenda. See attachment.
- We need directions and further input. See attachment.
- Other. See attachment.