

ST. KATHARINE DREXEL PARISH SCHOOL BOARD

SCHOOL BOARD MINUTES

April 21, 2015

Members Present: Barb Haase, Dave Kalscheur, Tracy Gundert, Jill Kaufmann, Mark Roedl, Beth Jens

Absent: Tricia Cargen, Lily Avalos, Deb Hankes, Monica McGauley, Heather Eggers, Jenny Merrill, Father Mike

I. Call to Order/Opening Prayer

- a. Meeting was called to order at 7:02 p.m.; Ms. Haase led the group in prayer.

II. Board President Opening Statement/Introduction of Guests:

- a. No opening statement. Board member's email address verified due to returned emails.

III. Review and approval of previous meeting's minutes:

- a. March meeting minutes approved by Jill Kaufmann and seconded by Tracy Gundert.

IV. Audience comments/Eyes and Ears:

- a. The students did a great job with this year's Shadow Way of the Cross.
b. Everything went well with the roofing project and the school drop off and pick up during this time. Everyone worked hard to help make the roofing project, boiler project and Masses in the gym work. It was not an easy task, but ended up being very successful.

V. Correspondence

- a. Beth shared an email from Kate Meyer inviting the School Board to form a team for the upcoming Bowl-A-Thon. Members are going to check their calendars and Beth Jens will email the forms and invitation to the board on 4/22.
b. Tuition Assistance Grant requests are due today. Ms. Haase will begin the process of reviewing these requests. These requests are strictly confidential and no names are ever shared. Ms. Haase then presents these requests to the committee (names withheld) for consideration. In the past SKDS has been very fortunate to have generous donors. Knights of Columbus gives SKDS \$10,000/year for tuition assistance and St. Vincent de Paul gives SKDS \$7,000/year for tuition assistance. We also have a number of generous individuals who support our school through donations to help those in need of tuition assistance.
c. **Coke Points- Judy Johnson, the keeper of the SKDS Coke points, needs help logging catalog points. It has become too time consuming for one person to manage especially since Coke has changed its format. If anyone is interested in helping, please contact the office with your name and email address. Thank you!!!**

VI. Pastor's Report

- a. None

VII. Administrator's Report

- a. Fall 2015 Enrollment Numbers – As of today, our fall numbers are: Preschool- 10, 4K-45, K-11, 1st-14, 2nd-25 (plus 1 on the waiting list), 3rd- 17, 4th-20, 5th-18, 6th-17, 7th-20, 8th- 17. Ms. Haase is working with the Public school to contract Preschool students again. This is something that we did in the past. It looks

like the contract will be for 4 spots beginning again next year. The Public school does also help with any staffing that is needed for any educational needs any of these students may require.

- b. Student Information Systems- We need to establish a new Student Information System. The Archdiocese did a presentation on the SIS (Student Information System) called Power School. Power School is also recommended by the School Choice program. St. Katharine has signed on to become part of Power School which includes services such as attendance, report cards and grades, family data, student records, etc.
- c. Choice Meeting- Ms. Haase and Jenny Crombie attended a meeting in March. If SKDS decides to participate/apply for the School Choice program, we will need to work with an auditor. While nothing is definite yet, estimates for this audit range from \$15,000-\$18,000.
- d. Retirement and resignation- Mrs. McCarthy (4th grade) and Mrs. Thompson (Science 6-8th grade) will be retiring after this school year. Mrs. Ellefson (2nd grade) is resigning after this school year due to a family move. We wish them all the best and feel very blessed to have had them at SKDS!
- e. Field Trips and Events: Expanding Horizons, Engineering, Concerts, Theme Day, Graduation, Etc. – Graduation will be on 5/29 with pictures at 6:30, Mass/ceremony @7:00 and a reception to follow. The 6-8th graders really enjoyed the UW Engineering Expo! All the classes will be doing something special for Expanding Horizons Day (visiting the Milwaukee Museum, the Circus Museum, touring the Hospital, touring the Capital, visiting the Basilica and the younger grades will be touring Beaver Dam). Last Thursday's Band concert was incredible. The Jazz Jamboree on Saturday night was a successful event. April 10 was Field Day and Ms. Haase's son spoke to the students about his teaching experiences in China. The Spring Concert is May 7!
- f. Tornado Drill- There was a scheduled Tornado Drill last Thursday, however, the sirens did not go off. SKDS will run this drill again due to the fact that the 6/7/8th graders were gone to the UW Engineering Expo.
- g. Calendar- The tentative 2015-2016 School year calendar was shared. All dates are not final until they are on the Parish Calendar. Spring break will fall on Holy Week this next year and the Monday after Easter will be a school day (unlike past years).
- h. Boiler- The new boiler is now in! Father Mike has blessed the new boiler. There was a lot of planning/timing to be able to have this completed and everything went according to plan.
- i. Lunch Review will take place May 21 via a company hired by DPI. This is something that is done every 3-5 years. Requested records have already been submitted.
- j. Handbook Review-The Handbook review was done in the fall, however, not documented in the meeting notes. Moving forward, we will make sure that all items discussed/reviewed in meetings are documented in the notes.
- k. Accreditation- The process starts this year. The committee was sent a video to watch prior to the June 9 all day training that they will be attending in Milwaukee. After the meeting, we will begin the self-study process.
- l. School Board Elections- There will be a few openings on the School Board. Anyone who is interested in being on the Board or who would like additional information regarding the committee should talk to Ms. Haase. She will also be putting something in the newsletter regarding this opportunity.

VIII. Break- None taken

IX. Wisconsin Parental Choice Update

- a. Update provided in the Administrator's Report.

X. Committee Reports

- a. Scrip Committee
- b. Financial Report
 - i. The July 2014- March 2015 Budget vs Actual was reviewed.
- c. Advancement Committee
 - i. The SKDS Facebook page is up and running. The SKDS School & Parish Activity Guide is completed and will be shared with fourth grade families in May. Fourth grade families have been invited to a brief meeting prior to the Spring Concert to review all the opportunities that will be open to their students who will be entering 5th grade.
- d. Home and School
 - i. The Bowl-A-Thon is May 8! This is a fun event for families! Home and School met last night. Topics discussed at the meeting were the Bowl-A-Thon and Teacher Appreciation Week.
- e. Endowment
 - i. No Report

XI. Parish Council Liaison Report April

- a. Bob Einwalter, a SKDS Parishioner, will be conducting an analysis of our SCRIP program, including, what we are doing right and looking to identifying opportunities for improvement. Bob continues to be very generous in sharing with us all the great training tools he learned from his years at John Deere. He is currently working with Father Mike and the Parish Council to figure out the best way to communicate among all the different communities, training people to understand their job description/committee purpose and how to measure their goals.

XII. Old Business

- a. 4K Registration- There was follow up on 4K registration due to it being condensed to only one location. The registration went very well. Two St. Katharine teachers were there to answer questions and made some good connections.

XIII. New Business

- a. EXCITING NEWS!!! A SKDS family has offered to assist SKDS in upgrading some of the technology in the school. The school has been looking at Chromebooks for a while and this assistance would offer St. Katharine the opportunity to purchase 30 Chromebooks and 12 months of professional development (onsite 2 days as well as Phone, Email, Webinar, Chat, etc.)! Ms. Haase is working on the details and timelines to see if this can all be implemented by this fall!

XIV. Adjournment Next Meeting

- a. Meeting was adjourned @ 8:31 p.m.
- b. Next meeting will be May 19, 2015 @ 7:00 p.m.