



School Advisory Board Meeting  
Thursday, January 14, 2010  
6:00PM ~ Room B113  
MINUTES

- I. WELCOME & PRAYER – Karen
  - A. Approval of December 10, 2009 MINUTES - approved with change to be made
  - B. Approval of January 14, 2010 AGENDA – agenda approved
  
- II. EDUCATION/ENRICHMENT
  - A. Pre-school, K-Readiness, Kindergarten – Laura Schroeder and Nancy Rausch (Pre-school), Michelle Dellwo (K-Readiness), and Kelly Rohlfesen and Jane Engel (Kindergarten) presented an overview of their respective programs. Note: The pre-school program is licensed by the state of Minnesota every other year, so they are not included in the re-accreditation process that the rest of the school is currently involved in.
  - B. February Topic: Reading and Spanish
  
- III. DISCUSSION/DECISION
  - A. Budget Update/Tuition Discussion – Patrick and Peg
    - The school is on track for 2009-2010 for what has been budgeted for tuition. Current enrollment is 486 students.
    - Patrick and Peg recommended a 5% tuition increase for 2010-2011 school year. The goal for next year, if enrollment numbers allow it, is to add back staffing that had been cut a few years ago to increase staffing in certain middle school classes (5<sup>th</sup> & 6<sup>th</sup>). Other recommended areas for increased budgets include technology, tuition assistance, and professional development.
    - The SAB approved the 5% increase in tuition for 2010-11. This recommendation will be brought to the Parish Finance Committee for review and approval at the January 20<sup>th</sup>, 2010 meeting.
  - B. Technology Update – Patrick & Peg
    - Approximately 40 parents and 15 staff members attended the Technology Information Night on Jan. 12. The overall feedback from the parents in attendance was very positive toward the implementation of the Apple 1:1 Laptop program for next year. FAQ sheets were available that night for anyone who wished to have a copy, and the sheets are still available in the office.
    - The school received a donation of 12 scanners that will be integrated throughout the building and especially useful with the SMARTBoards.

- C. Website Update – Leslie – Ackmann & Dickenson are moving along very swiftly on the redesign of the school and parish websites, and they will be unveiled hopefully early this spring. A brief overview of the new website was shown to the SAB.
- D. Discernment Process – Janel – There will be three openings for SAB beginning with the 2010-2011 school year. Two people have expressed an interest already. The new SAB members will be discerned at the May 19 school Mass. Information will be sent out via NewsNotes regarding that process.
- E. Shared Vision Process – Mike Laughery described the need for a new Shared Vision Process for the entire St. Michael community. This will be a joint effort between the parish council, finance committee, school advisory board, and the parish staff. David Fischer from the Catholic Community Foundation will help facilitate the discussion and process. The first meeting in this process will be February 9 at 6:30 p.m. in Archangel Hall. All SAB members are encouraged to attend.
- F. Registration Weekend volunteers – Diane passed around a sign-up sheet for volunteers to help out with registration weekend Jan. 23-24.
- G. Principal's Report – Patrick –
- Patrick is working with the Prior Lake/Savage Superintendent on the open enrollment policy for high school to help accommodate St. Michael students who may not live within the school district boundaries so they can attend Prior Lake High School in the future. Patrick will share information with families directly affected.
  - Coffee with the Principal: The next coffee is tomorrow morning, Jan. 15, at 9:00 a.m. at Holy Grounds Coffee House. The meeting was targeted toward parents of 3-5 grade students, but all parents are welcome to attend. The next coffee will be scheduled in February for 7:30 in the morning to accommodate more working parents. Date TBD.
  - Catholic Schools Week events: The talent show is being replaced by a trip to Skateville on Tuesday for the entire school. Many other fun activities are scheduled throughout the week as well.
  - Gala dinner raffle tickets sales: Over \$6800 in raffle tickets have been sold at this point.
  - Patrick provided information as a follow-up to the parent who spoke at the December SAB meeting (Open Forum). Information included the MNSAA re-accreditation process, NWEA data, school-wide reading curriculum, etc. Patrick also made contact with the parent as a follow up.
- H. Parent Connections Report: The parent connections meeting was held on Thursday, January 7, 2010 at 6:30 p.m. in room 113B.
- **New coordinators** are needed for tile projects, ink jets, volunteer coordinator. If you, or anyone you know, may be interested please contact Susie Williams or Amy Martell through Parent Connections. Katie Vanderweit will now be the new Kindergarten Round-up coordinator.
- Upcoming Events:**
- Fish Fries (Feb 19 & March 5), Kindergarten Round Up (March 9), Book Fair (March 9-16), Registration/ 50<sup>th</sup> Ann. Mass (Jan 23& 24), Feed the teachers (Feb 2& 4), etc...
- Ongoing Events:**
- Ambassador Program – there are currently approx. 6 families whom are signed up to be ambassadors. We are especially interested in families with younger children

in the lower grades (K-3) who will be willing to help out/ hook up with new families entering in at those levels.

- Sunshine committee – Please contact Keri Thayer if you know of any persons/families that have a change in their lives, (i.e. new baby, death, illness, etc...). The committee will send out appropriate letters/ gifts / flowers from the whole St. Michael Family, to recognize these people and their changes ☺.

Next PC meeting: Thursday, February 4, 2010 at 6:30, in room 113B. All are welcome and encouraged to come!

IV. SAB STRATEGIC PLAN -- Covered in Principal's report.

V. ACTION ITEMS:

- Peg and Patrick to bring 5% tuition increase recommendation to finance committee for approval.
- Find an Secretary for SAB meetings.

VI. EVALUATION OF MEETING:

A. On Task: 4.5

B. On Time: 2

VII. CLOSING PRAYER – Karen

Next meeting: Thursday, February 11 at 6:00PM in B113.

***“Dedicated to spiritual growth, academic excellence, and social development,  
the mission of St. Michael Catholic School is to prepare our students  
to live the Gospel message in an ever-changing, diverse world.***