



St. Michael Catholic School

School Advisory Board Meeting
Thursday, February 11, 2010
6:00PM ~ Room B113
MINUTES

- I. WELCOME & PRAYER – Peg
 - A. Approval of January 14, 2010 MINUTES - approved
 - B. Approval of February 11, 2010 AGENDA – approved

- II. EDUCATION/ENRICHMENT
 - A. Reading Curriculum - Grades 1-5 – Amy Peterson, Jill Kaczmarek and Angie Gorman presented an overview of the reading curriculum for grades 1-5 including details regarding whole-group/small-group instruction, spelling, vocabulary, creative writing, book reports, comprehension, and the Accelerated Reader program.
 - B. March Topic: Math (6-8)

- III. DISCUSSION/DECISION
 - A. MAP scores review – Jill Kaczmarek and Mr. Fox presented school-wide MAP test results in math and reading from Fall '08, Spring '09 and Fall '09. Jill has experience with MAP testing and will continue analyze our school-wide results with staff. SAB discussed at length whether school results should be published. While positive, one year of results do not constitute a trend. Typically, school-wide test results are shared during the first 3 to 5 years, after which students and staff have acclimated to the test, responded to data, etc. Mr. Fox indicated that he will share these preliminary results accompanied by a list of variables that impact results, that we cannot make generalizations regarding the results given the amount of time they have been used, and the ways the data is being used by staff and students. The next MAP test will be in April, 2010.
 - B. Budget/Gala Update – Patrick and Peg
 - The Gala Dinner and Auction was very successful. Over \$44,000 was raised. Brackett's Crossing is being considered as the site for the 2011 Gala on January 29, 2011.
 - C. Accreditation Process Update – Patrick – The MNSSA re-accreditation team will be on-site in April.
 - D. Principal's Report – Patrick
 - Current enrollment is at 487 students.
 - 30% of current families have already re-enrolled for next year (approximately 154 students). 23 students are registered for Kindergarten.
 - Kindergarten Round-Up is set for March 9. An ad will run in the Prior Lake American and Savage Pacer on Feb. 27 advertising the event.
 - Coffee with the Principal is set for Feb. 19 at 7:30 a.m.

E. Board Reports

- **Website Update** – Leslie Meyer – The design portion is almost completed. Ackmann & Dickenson is finishing revisions for the church site and expect to have that completed soon. Once we sign-off on the final design, they will build the site. Our current task (the most time consuming) is to gather/review/write content/imagery to plug in once pages are completed. We have a great start on this.
- **Marketing/Communications Update** – The next alumni newsletter is in progress and will be mailed later in the month.
- **Technology Committee Update** – Peg –
 - * Donations: We continue to receive generous donations for SMARTBoards in Grades K-5. After the SMARTBoards are fully funded, additional Technology donations will be used for other technology initiatives such as the laptop program, additional tech support, Professional Development related to integrating technology into the classroom, and possibly to upgrade the existing computer lab.
 - * SMARTBoards: We have been getting very strong parental support for installing SMARTBoards in all elementary classrooms. We are currently working on an installation timeline for additional SMARTBoards.
 - * Fund-A-Need: We raised \$3865 at the Gala Fund-a-Need to be used to purchase SMARTBoards. Additionally, we received a \$20,000 donation which is a direct result of the Gala Fund-a-Need letter by Leslie Meyer sent to all families.
 - * The weekly BTW Column continues to be an effective tool for communicating to parents about our Tech Plan. Next steps for the Technology Committee include: (1) completing the user handbooks, (2) developing a Help Desk, (3) reviewing I/T proposals, and (4) entering discussions with Apple for Phase II laptops.
- **Parent Connections Update** – Karen – The Parent Connections meeting was held on Thursday, February 4.

Upcoming Events:

- Fish Fries (Feb 19 & March 5) - * need more volunteers for Feb 19th date from 5:30 – 7:30.
- Kindergarten Round Up (March 9) – Katie Vander Weit still working on details. New Ambassador families will need to attend & be paired up with new families
- Book Fair (March 9-16),
- 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.

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

- **Parish Council Liaison Report** – Dawn

Administrative Report: Mike Laughery reported that Sunday collections are down \$5K from this time last year. A donation of \$30K was received and will be used for debt reduction. We have reduced the Media Center loan by \$100K. Heads of all ministry committees were asked to provide mission, goals, and budget and wished for items for the next 2-3

years. Ideas will be communicated at 2/22/10 at the Shared Vision meeting in Archangels Hall. Year-end offerings and pledge statements will be sent to all parishioners in February. Statements will be sent quarterly.

Faith Formation: Working on an all-encompassing brochure.

Discipleship Committee: Letters will be sent to ministry chairs asking for ideas for the Ministry Fair, and how this committee can support their work.

Volunteer Opportunities Directory: Diane Ulmer is working on this directory which will provide a detailed list of all Parish volunteer opportunities in one booklet. Draft was sent to staff for their input.

Time & Talent Registry: Marla Kramer is working on having a paper version available for parishioners to fill out at portrait sessions for the pictorial directory.

Volunteer Appreciation: Since a volunteer appreciation event is not in next year's budget, it was proposed that it be included as part of the Ministry Fair

Parish Website Update: Parish website will be available in March, with the possibility of online registration being included in the update.

IV. SAB STRATEGIC PLAN -- An updated Marketing/Development plan worksheet and School Climate/Facilities Plan worksheet were distributed.

V. ACTION ITEMS:

- Maintenance: Peg and Joe will comprise a list of priorities for school maintenance needs.
- School survey: Jeff, Janel, and Karen will work with some teachers to put together the results of the last school survey.
- Celebrate list: Karen, Diane and Leslie will come up with a plan to communicate things to celebrate at St. Michael's.

VI. EVALUATION OF MEETING:

- A. On Task: 5
- B. On Time: 5

VII. CLOSING PRAYER – Peg

Next meeting: Thursday, March 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.*”**