



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

Members present:

Principal: Patrick Fox  
Assistant Principal: Loretta Eller  
Chairperson: Diane Glaser  
Board Members: Jeff Kallberg, Janel Klugherz, Kathy Poepping, Joe O'Connor, Karen Sher, Peg Sibbet, Greg Wenthe  
Recording Secretary: Katie Vander Weit  
Others: Christine Hockman, Leslie Meyer

- I. WELCOME & PRAYER – Greg Wenthe
  - A. Approval of February 11, 2010 MINUTES - approved
  - B. Approval of March 11, 2010 AGENDA – approved with addition of II. A. (below)
  - C. Introduction of new Recording Secretary: Katie Vander Weit
  
- II. EDUCATION/ENRICHMENT
  - A. Patrick Fox introduced the SAB Constitution for review. He noted “cosmetic” changes to reflect current language and terms, i.e. changing “School Advisory Board of Education” to “School Advisory Board”. Discussion followed regarding board member term limits, the difference between the discernment and appointment of members, and review and interpretation of language in Article 3, Section 1A. Patrick will make changes discussed, will send an electronic copy to SAB, and will present the revised constitution at the April meeting for adoption.
  
  - B. K-8 Math Curriculum will be presented at the April meeting.
  
- III. Discussion/Decision
  - A. Heating Unit Appeal Funds – Joe O’Connor introduced discussion regarding best use of the Heating Unit Appeal excess funds, which is approximately \$15,000. Ideas include: improving locker rooms, carpet and paint in the upstairs level of Building A, replace lockers in Building

A, replace wireless microphones. Joe will talk with Judy Menden and the Buildings and Grounds Committee to confirm costs of projects proposed and present information to SAB in April. During the discussion, Karen Sher asked about fundraisers (one in particular proposed by Parent Connections Committee) and it was noted that new fundraisers must be approved by the Parish Fundraising Committee.

- B. SAB Board Chair Term - Discussed in Section IIA.
- C. SAB Finance Committee Liaison Term - Discussed in Section IIA.
- D. SAB Discernment Process - Discussed in Section IIA.
- E. Budge & Enrollment Update - 2010-11 Registration is at 50% of current enrollment. It has become imperative to know middle school registration information prior to ordering laptops to take advantage of an early order discount from Apple. Peg Sibbet created a list of middle school students who have yet to register. Board members will call families to get a more definitive answer about their enrollment decision. Board members will send Peg and Patrick updates so that Peg can track a master list.
- F. Accreditation Update - Per Patrick, accreditation is progressing as it should. There will be a site visit to the school next month.
- G. Principal's Report - Patrick and Loretta Eller reported that the LSAT and the SAT10 have been administered to 5<sup>th</sup> and 8<sup>th</sup> graders. This testing has been mandated by the Archdiocese and archdiocesan results will be made public. The Wolf Ridge trip for the 8<sup>th</sup> grade class was a great trip.

#### IV. SAB Strategic Plan

- A. Teachers have completed their self-study to accentuate areas of strength, and determine areas where improvements can be made. A 3 to 5 year School Strategic Plan will be in place this fall, which will highlight 3-5 objectives for the school.
- B. There was discussion regarding the Education Fund letter and when is the best time to send it out. Peg liked the idea of sending it with registration materials.

#### V. Action Items Review

- A. Joe O'Connor will work on getting firm numbers to determine what to do with Heating Unit Appeal excess money.
- B. The board will make calls to the families with unregistered middle school students to help determine how many laptops to order.
- C. Patrick will update the SAB Constitution.

- VI. Evaluation of Meeting
  - A. On Task: Rating of 5 on scale of 1-5
  - B. On time: Rating of 5 on scale of 1-5

VII. CLOSING PRAYER – Greg

Next meeting: Thursday, April 8 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.*”**