



St. Michael Catholic School Advisory Board Meeting
Thursday, October 8, 2009
6:00 PM ~ Room B113

~MINUTES~

I. WELCOME & PRAYER – Janel

- A. Approval of September 10, 2009 MINUTES
- B. Approval of October 8, 2009 AGENDA

II. EDUCATION/ENRICHMENT

- A. Music Curriculum Review – Mr. Brian Lenz presented a demonstration in the music room of his music curriculum for grades K-8 for this year, and also showed how he incorporated the SMARTBoard into his music lessons.

III. DISCUSSION/DECISION

- A. SAB Conference Schedule sign-up – Diane passed around a sign-up schedule for conferences.
- B. SAB In-Service Meeting Carpool Arrangements for Oct. 20 – Diane will e-mail SAB members to coordinate carpool arrangements.
- C. Board Member Reports – The following Board Member reports or updates have been submitted to be included in this month’s minutes:

1. Alumni, Marketing & Public Relations (Diane and Leslie)

- a. St. Michael Catholic School had a table at the Prior Lake Community Fest on Sept. 21. Julie Such and Leslie Meyer put in a lot of time to getting that event organized, so thank you to both of them. Mr. Fox was present for the entire evening to greet people. Many people stopped by to say hello, and a few people with potential students stopped by with some questions about the school in general.
- b. The second Alumni newsletter was mailed out at the end of September so alumni and school families should have all received their copy just prior to the Marathon. Leslie was able to update the database with many addresses since the initial newsletter was mailed in June, but there are still many names with missing data. The next alumni newsletter is planned for January, prior to Catholic Schools Week.

2. **Development Committee (Peg and Diane)** – The second meeting for the Committee was held on 9/23/09. The role of the Development Committee will be to focus on the financial giving piece of Stewardship (the Treasure) while the Parish Council will focus on the Time & Talent piece of Stewardship. We discussed how to define Core Givers. Logos should provide a useful tool to gather data on givers and giving. Mike Laughery provided the data we requested at our first Committee meeting which provided a good starting point for discussing how to define Core Givers. More data gathering will take place prior to our next meeting. Once we complete the data-gathering exercise we will determine the format for communicating our findings.

3. **Athletic Committee (Jeff Kallberg)** –

Athletic Committee Liaison Report: October 8, 2009

Meeting date: Oct 7, 2009

Volleyball started first week of school.

- D. Welcome new coach Gretchen Bryant, (St. Mikes alumnus). Great reviews from parents and students
- E. 76 girls in the program, 2 teams in all grades 3 through 7 and 1 in 8th grade.
- F. Tourney team for 7th grade only as trial for first year.
- G. Need new uniforms

Basketball

- H. 4th-8th grades, 113 registered
- I. St. Cloud Tourney last weekend in February all grades/teams will be registered. Coaches getting blocks of room, trying to keep everyone together in one hotel.
- J. League Team breakdown
 - a. Grade 4: 2 teams
 - b. Grade 5: 1 team including parishioners
 - c. Grade 6: 1 team
 - d. Grade 7: 1 team including parishioners
 - e. Grade 8: 1 team
2. Girls
 - a. Grade 4: 1 team
 - b. Grade 5: 2 teams
 - c. Grade 6: 2 team
 - d. Grade 7: 2 teams
 - e. Grade 8: no team
- K. Tourney Teams (issues with numbers)
 1. Girls 5th Grade: 15 for 10 spots; forming 2 teams
 2. Girls 6th grade: 16 out for 10 spots; will hold tryouts
 3. Girls 7th Grade: 13 for 10 spots; 1 big team
 4. Committee decided to address these issues on an individual basis for each grade taking factors into account such as number/proportion of kids being cut, ability of players, availability of coaching etc.

Turkey bowl returning Thanksgiving weekend; November 27th and 28th.

Note; In line with our discussion last night about keeping the school mission visible and active, I wanted to give Chad and the rest of the committee credit for asking the question as a point of discussion, as to whether decisions fit within the mission of the school and overall Catholic values.

5. **Buildings & Grounds (Joe)** – Buildings & Grounds Committee did not meet since the previous SAB meeting, so no report for now, except to say that St. Michael far exceeded the donations needed to fund the heating unit for the gym.
6. **Parent Connections (Karen)** – The meeting was held on Oct. 1, with about 12 people attending. Items of discussion:
 - a. The marathon: Donations were down from last year at this time, but hoping to receive more as donations keep coming in.
 - b. Wine tasting fundraiser event was cancelled.
 - c. Book Fair is going well, and the book sale with Barnes & Noble will be Nov. 21 at the Burnsville store.
 - d. Christmas catalog fundraiser will run Oct. 13-Oct. 28. Catalogs will be sent home with the kids. St. Michael receives 40% of sales. Tasha Haefner, fundraiser coordinator, suggests pushing hard on the magazine sales.
 - e. Dr. Kahn meeting went well on Sept. 24. Approximately 12 people attended. It was suggested to offer day care for this age group because some parents with small kids wanted to attend but could not because of daycare issues.
7. **Budget & Tuition (Peg)**
 - a. FACTS (196 Families) \$1,010,326
 - b. Annual (94 Families) \$480,046
 - c. Employee Payroll Deduction \$2,372

8. **Parish Council Liaison Report (Dawn)**

Date of Reported Meeting: September 24, 2009 Parish Council Meeting
Reported By: Dawn Folisi

INFORMATION

- Parish Council attended annual retreat in September to formulate goals for 2009-2010 year. Narrowed down to two primary goals:
 - Understand lower Mass attendance
 - Encourage parishioner involvement (discipleship)
- Financial Reports are now auto-generated. Because of transition to LOGOS last year, numbers may not reflect actual numbers at this time.
- Income is in the black for the first two months of the fiscal year.
- Staff will be meeting to discuss getting Parish Calendar on-line.
- Additional 4:15 PM Mass on Christmas Day in Archangels Hall.
- Money offering will now be brought up and then taken to sacristy for security.
- Council Corner will appear monthly in the Bulletin to inform parishioners of what Council is currently working on.

- Heating Unit Appeal is at 78% of goal.
- Mike Laughery reported on parishioner giving:
 - 57% of the 2700 registered households give in some recordable fashion.
 - 19% (512 households) give 78% of receipts.
- Three Fall Pledge Drive letters will be sent in October along with the Annual Report.

ACTION ITEMS:

- Newly formed Discipleship Committee will report goals to Parish Council.
- Newly formed Development Committee will report goals to Parish Council.
- Plan for Volunteer Corner to appear in weekly Bulletin and website.
- Call Business Administrators of local parishes regarding attendance issues.

Take attendance at all Masses for later analysis.

IV. SAB STRATEGIC PLAN

- A. The SAB, Finance Committee and Parish Council will hold a joint meeting in February to discuss long-term planning for the parish as a whole.
- B. MNSSA School Strategic Plan – The SAB discussed the process of identifying Objectives, Strategies and Action Steps for the upcoming re-accreditation process this spring. The SAB will meet as groups to focus on four areas and bring their ideas back to the next meeting, where they will have time to work on these further:
 1. School climate and facilities – Peg and Joe
 2. Curriculum – Greg and Karen
 3. Community Relations – Janel, Leslie and Diane
 4. Mission and Philosophy – Kathy and Jeff

V. ACTION ITEMS REVIEW

- A. The website committee continues to work on updating website content.
- B. Patrick and Kathy continue to work on updating the SAB Policy Handbook.

VI. EVALUATION OF MEETING (All)

- A. On Task: 5
- B. On Time: 4.9

VII. CLOSING PRAYER: Janel

Next meeting: Thursday, November 12, 2009, at 6:00 P.M. Meeting room 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.”