



School Advisory Board Meeting
Thursday, November 12, 2009
6:00PM ~ Room B113
REVISED MINUTES

- I. WELCOME & PRAYER – Joe
 - A. Approval of October 8, 2009 MINUTES - minutes approved
 - B. Approval of November 12, 2009 AGENDA – agenda approved

- II. EDUCATION/ENRICHMENT
 - A. Language Arts Review – Grades 7-8 – Mrs. Prchal, Mrs. O’Connor, Mrs. Smith, and Mrs. Kuboushek presented the Language Arts curriculum for Grades 6-8.

- III. DISCUSSION/DECISION
 - A. FACTS program changes for 2010-2011 school year: Mike Spanier, FACTS Representative, described current status of the FACTS (automated tuition payment) program and highlighted new components available through FACTS. A sub-committee comprised of Mike Laughery, Janel, Joe, Patrick and Sandy Haycraft will meet to discuss possible changes to our FACTS program, including (1) adding fees to FACTS, (2) requiring all families to pay tuition through FACTS (including annual payers) and (3) providing flexible payment dates during the month and year.
 - B. Fundraising Schedule Review – Diane & Patrick – We will discuss this topic at a later meeting.
 - C. Year of the Priest discussion – Dawn – To celebrate the Year of the Priest, a number of activities are being coordinated by various Parish and School committees. Dawn shared a prayer written by Father Tom called; The Prayer for Priests.
 - D. 50th Anniversary Events Review – Loretta – Loretta shared a list of upcoming events to celebrate the 50th Anniversary, including a 50s Sock Hop and a Turkey Bowl event.
 - E. Budget – Peg
 - Tuition Report: FACTS \$1,009,887.41
 - Tuition Report: Annual \$ 493,445.60
 - Tuition Report: Other \$ 2,372.50
 - Total Tuition: \$1,505,705.51
 - F. Website review – The committee will present the new website at our December 10, 2009 meeting.
 - G. Board Member Reports:
 - Development Committee Report – (Peg & Diane)
 - The Committee met on October 28th. David Fischer from the Catholic Community Foundation attended the meeting and gave a presentation on planned giving. The Committee voted to continue investigating planned giving at our parish. The committee continues to review Core Giver data.

Buildings and Grounds- no report

Athletic Committee – no report

Parish Council Liaison - Dawn

- Annual Fall Pledge Drive Update: We mailed 2708 pledge cards to parishioners and have received 511 with 338 pledges made. 200+ people signed up for automatic withdrawals.
- Time & Talent Registry for Discipleship: Parish Council approved by consensus the proposal to create a registry where parishioners can indicate their talents, interests, and electronic contact information. This registry form will be available on-line and will be included as a flyer in the bulletin, in backpacks at the school, in News Notes, and in the parish Newcomers packet. During the kick-off weekend, forms will be available in the pews at each Mass and will be brought to the altar as an offering.
- Volunteer Corner: Parish Council approved by consensus the proposal for creating a method of highlighting one-time and ongoing volunteer opportunities which will inform people of opportunities in the parish for discipleship and foster greater parishioner involvement. Guidelines for this will be distributed to all committees.
- Development Committee: Council approved by consensus the proposal that the Development Committee work with the Catholic Community Foundation on Planned Giving.
- Website Updates: Each committee will designate a person who will monitor the content on their website page and communicate updates with the Director of Office & Communications.

Parent Connections - Karen

- Budget: a lengthy discussion on whether or not to keep the \$25 activity fee or lower it. With more pro's than con's, the consensus was to keep the fee the same & with remaining monies at the end of the year will be dispersed amongst faculty whom fill out & apply for a "wish list". Each wish list will be reviewed & decided with the PC board to which list(s) will be "fulfilled".
- Mission Statement: needs to be revised & rewritten, then approved by the SAB.
- Fundraisers/ recent events: Marathon at approx. \$30K. Book Fair, (did Very well) at \$9K. ASP Catalog Fundraiser, approx. \$5K, (questioning whether we keep the same with Magazines AND merchandise/ wrapping paper, or switch to Sally Foster? Fundraiser chair felt misled on what the vendor sold them).
- Wine Tasting: Rather than completely removing the event, PC decided to move it back a few weeks into mid November. Group wanted to keep it, however felt perhaps "timing" with Marathon, QSP, and other school fundraisers, singling it out may generate greater response.
- Upcoming events:
 - Barnes & Noble Book Fair - Nov. 21 - Burnsville store. Needs more volunteers! Please contact PC to help out.
 - Tile Project - Nov. 20 & 28th
 - Christmas Teacher Luncheon - Dec 23. Along with SAB, staff luncheon & gifts will be distributed.
 - Gala Dinner - January 30th. Tickets/ Invites sent out last week.

Technology Committee – Peg

- The I/T Sub-Committee has been formed and will hold a meeting on Thursday, November 19th at 6:00 p.m.
- Teacher laptops and SMARTBoards are fully functional.
- An information night will be held on January 12th in conjunction with the Enrollment Information Night.

Alumni - Diane & Leslie

- St. Michael will have an ad in the Catholic Spirit for Catholic Schools Week (Jan. 14 issue)
- The next alumni newsletter will mail mid-January prior to Catholic Schools Week
- St. Michael is hosting a kindergarten information night on Monday, Jan. 11 and an enrollment and technology information and open house night on Jan. 12. There will be ads for these events in the Prior Lake American in early January. School registration for next year begins Jan. 23-24.
- The Ambassador Family program is being revised and we'll be sending a letter to existing kindergarten, first and second grade families to try to recruit new, younger families to help out as Ambassador families. There will be more effort made to get the ambassador families introduced to the new school families prior to the new school year so the new families feel welcomed and comfortable.
- The preschool families will be invited to take a tour of St. Michael Catholic School immediately following the preschool Christmas programs in December.
- The Prior Lake American has been contacted and will hopefully give us some coverage of our sock hop day on Nov. 20.
- All alumni are invited to participate in a Turkey Bowl on Saturday, Nov. 28. There will be a basketball tournament and other games. This event is being organized by a group of alumni.
- St. Michael's will have an ad in the 2009-2010 Prior Lake Minnesota District 6 Hockey Program, which reaches many families with school-age students.

IV. SAB STRATEGIC PLAN -Sub-committees continue to work on the MNSAA School Strategic Plan Templates covering topics such as School Climate, Curriculum, Mission/Philosophy, and Community Relations. All sub-committee work is expected to be finalized by January 31.

V. CLOSING PRAYER – Joe (9:30)

Next meeting: Thursday, December 10, 2009 at 6:00PM

***“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.***