



St. Michael Catholic School

School Advisory Board Meeting
Thursday, December 9, 2010
6:00PM - Kathy Poepping's Home
MINUTES

Members Present:

Principal: Patrick Fox
Assistant Principal: Loretta Eller
Chairperson: Diane Glaser
Board Members: Dawn Folisi, Stephanie Glenzinski, Janel Klugherz, Kathy Poepping, Joe O'Connor, Jean Schroeder, Karen Sher
Communications: Leslie Meyer
Recording Secretary: Katie Vander Weit (absent)
Others Present: Peg Sibbet (on behalf of Katie Vander Weit as recording secretary)

I. WELCOME AND PRAYER

- A. Approval of November 11, 2010 Minutes - approved
- B. Approval of December 9, 2010 Agenda - approved

II. EDUCATION/ENRICHMENT

- A. Curriculum Review - None

III. DISCUSSION/DECISION

- A. Minutes - Karen/Dawn asked about determining content to be included in SAB minutes. Meeting minutes will remain a summary of topics discussed rather than a transcription of the entire meeting for obvious reasons. The SAB Constitution and Bylaws were referenced regarding open meeting segment protocol. The following protocol will be followed: non-members requesting time on the agenda in advance of the agenda being set will be noted in the minutes. Input from non-members who have not requested time on the agenda will not be noted in the minutes.
- B. Budget and Enrollment Update - To date, total tuition collected as of 11/30/2010, \$115574.17. Tuition remaining: \$681669.66.00. Current enrollment: 466 students, including 1 new student in 4th grade.

- C. Principal's Report - Mr. Fox will be presenting the School Ministry to the Parish Council on January 27, 2011. School tours continue for new families. One new 4th grade student joined the school (466 enrollment) and one new student will be starting in January (467 enrollment). The head lice policy was reviewed. The Christmas Program for grades 1-6 is December 14th. Teachers sent a "thank you" to the SAB for providing Christmas hospitality. Mr. Fox also discussed the decision by the Archdiocese to freeze all staff pensions beginning in January, 2011. The SAB discussed the ramifications of this decision and asked for additional information regarding teacher pensions. Mr. Fox is finalizing the Education Fund Letter to be included in the registration packets. Mr. Fox discussed the Parish Finance Committee meeting discussion related to building a reserve fund.
- D. Tuition Scenarios - Mr Fox provided various tuition increase scenarios for the 2011-2012 school year. During prior years, the SAB agreed to maintain tuition increases in the 4-6% range. In the past 3 years, the increase has been limited to 5% per year due to the economic environment. At the same time, the SAB weighs the need for technology enhancements, salary and benefit increases, and other budget needs to deliver the mission of the school. SAB members recommended a 6% tuition increase for 2011-2012 for approval at the January SAB meeting. SAB also discussed a lower increase for Kindergarten in order to remain competitive with area schools.
- E. Technology Update - Mr. Fox received a generous donation of \$18,000 for technology support at St. Mike's. Teacher Web Page Guidelines have been drafted and are in final stages of approval. YouTube links have been removed until the Tech Committee can determine the acceptable use of linked versus embedded clips on school web pages.
- F. Curriculum Reviews - The SAB discussed how to structure the format of the curriculum review presentations. The content is valuable, but the concern is how to find ways to expand the information beyond SAB members. No recommendations were made, but the SAB discussed videotaping presentations to include the content on the school website to increase access to this valuable information. The goal is to make this content available on a broader scale. In the meantime, the Math Curriculum Review has been added to the website. Mrs. Eller will ask teachers for feedback regarding the best way to share curriculum reviews. Learner Outcomes are also under review for inclusion on the website.
- G. SAB Meeting Format - Diane discussed a new format for SAB meetings. Final decisions on the meeting format will be updated in the SAB Constitution.

IV. ACTION ITEMS:

- a. Mr. Fox will send the annual "Education Fund Letter" to the SAB for approval.

V. EVALUATION OF MEETING

- A. On task (Rate 1 - 5) - not completed
- B. On time (Rate 1 - 5) - not completed

VI. CLOSING PRAYER - all