

**School Commission Minutes**  
**September 6, 2018**  
**6:45-8:00 pm, School Library**

In attendance: Kelly Roche, Katie Johnson, Julie Foley, Paul Germann, Chris Markov, Jacquelyn Grauel, Rob Jensen

Prayer was lead by Paul Germann

**1. School Enrollment Update**

Enrollment in grades K-8 is decreased by 14 total students to 181 from 195 in 2017-18. Preschool enrollment increased to 55 total students with a waiting list.

**Discussion**

New marketing strategies are necessary to maintain and increase enrollment. Kelly requested a marketing consultation from the Catholic School Center of Excellence (CSCOE) who provided several recommendations. Exit surveys indicate families were very satisfied with St. Joseph School but wanted more resources, greater social/extracurricular opportunities, or opted for public education for financial reasons.

**Decisions**

CSCOE provided a marketing grant which was discussed in detail later in the meeting.

Commission members will send recommendations for parents and parishioners who have talents to share on a Marketing Committee.

Future preschool registration will give priority to families who commit to Kindergarten enrollment. Beginning next school year, the Schulze Family Foundation will offer new middle-income family scholarships for preschoolers who commit to enrolling in a Catholic school for Kindergarten.

**2. School Staffing Changes for 2018-19**

Several new teachers and aides joined SJS: preschool aides Mrs. Susan Westphal and Ms. Lily Krekelberg, preschool assistant teacher (3's class) Mrs. Terry Haney, 1<sup>st</sup> grade aide Mrs. Paula Krekelberg, Kindergarten teacher Mrs. Laurie Steehler, 2<sup>nd</sup> grade teacher Ms. Meg Paulsen, and Spanish teacher (contracted through Futura Language) Sra. Mercedes Hidalgo.

**3. Updates for 2018-19**

Communication between teachers and parents will be standardized. Families of younger students in preschool through 3<sup>rd</sup> grade will receive updates via the SeeSaw app and families of older students in grades 4<sup>th</sup> through 8<sup>th</sup> grades will use Google Classroom.

Grades Kindergarten through 6<sup>th</sup> grade began using a new math curriculum from Pearson called Envision.

School Commission will provide monthly updates to the school community through an eBlast.

A PA system was installed in August for the church and school. It is funded by the 2018 and 2019 Harvest Festival profits and a \$5,000 grant.

The summer preschool program was successful and financially self-sufficient. In future years, registration priority will be given to current families or newly enrolled families. A school-age summer program is under consideration.

#### **4. Marketing/Communication**

CSCOE awarded a grant for \$11,970 that will be used for signs on the grounds and in the community, professional photography and graphic design, a new video, and updated brochure.

CSCOE recommended a local photographer and graphic design team who will be on-site this fall to capture images before winter.

A new school-specific Facebook page will be launched to increase visibility to current and potential families.

CSCOE is funding a new website design to be launched by January 2019; the church is receiving a quote from the same designer to consider.

A marketing committee will be formed to formalize new strategies.

#### **5. Home & School Association (HSA) Updates**

The format of the large meetings will change to include guest speakers of interest to student families.

Track It Forward is the application used to log family volunteer hours toward the new 15 hour commitment made by each SJS family.

Recent HSA events include: preschool playdate, Kindergarten playdate, Welcome Back Night, and bus transfer monitors on the first two days of school.

Upcoming HSA events include: Harvest Festival, Culver's restaurant night, Feed My Starving Children service marathon, and fall family fun night.

#### **6. Strategic Plan as Part of the MNSAA Accreditation**

The strategic plan timeline for the 2018-19 school year was discussed with an emphasis on the tasks assigned to School Commission. The full strategic plan is posted to the school website.

#### **7. New Committees**

Paul Germann presented fundraising opportunities with School Store, Shop with Scrip, and Shoparoo. Information will be distributed to school families beginning with how to sign up for Shoparoo.

#### **Future Agenda Topics**

Further discussion of new fundraising opportunities.

LEAF Committee

#### **Next Meeting**

Thursday, October 4, 2018 at 6:45pm in the School Library.

Minutes submitted by Katie Johnson, interim Recorder

