

School Commission Meeting Minutes Date: January 3, 2019

Attendance: Kelly Roche, Julie Foley, Katie Johnson, Paul Germann, Jacquelyn Grauel, Rob Jensen

Topic	Presenter	Notes	Actions
<p>I. Strategic Plan as part of the MNSAA Accreditation</p>	<p>Kelly Roche</p>	<p>a. Objective 1, Strategy 3, Action Step 1</p> <p><i>i.</i> Yard signs: We need a school commission member to design a yard sign and find a vendor. We do have \$600 from a CSCOE grant to assist with marketing costs.</p> <p><i>ii.</i> Update school print brochure: Need all school commission members' feedback on samples from graphic designer. What should we be sure to include?</p> <p>b. Objective 3, Strategy 1</p> <p><i>i.</i> Student leadership opportunities: Need a school commission member to assist with this strategy. "Create opportunities for teacher/student support team to interact with larger parish leadership." Idea to work with LeAnn Mansour and Student Support Team?</p>	<ul style="list-style-type: none"> • Chris Markov volunteered for "Student Leadership Opportunities" <ul style="list-style-type: none"> ○ How students can be engaged with parish leadership. ○ Catholic School week mass that students participate. ○ Look at additional involvement/frequency ○ Engaging students for Harvest Festival – Teens lead games? ○ Minute to Win It games at festival? • School website bouncing to Titan Machinery – switching vendors in March. • New school website will be at the end of January 2019. • Yard sign help needed – JACQUELYN will take initial

			<p>step. SWAG Shop will do \$25 yard signs</p> <ul style="list-style-type: none"> • Brochure – Feedback provided to Kelly
<p>II. 2019-20 Enrollment and Retention</p>	<p>Kelly Roche</p>	<p>a. Preschool-8th grade Open House—January 27th</p> <p>b. 2019-2020 Tuition rates</p> <p><i>i.</i> K-8 tuition research: comparison \$ info from All Saints, Faithful Shephard and Saint Elizabeth Ann Seton. Kelly met with Randy and Father Paul to discuss overall school expenses and income and set next year’s rates.</p> <p>c. Mini Ministry Showcase/Catholic Schools Week – sign up for mass times, 5:00, 8:30: need people to sit at 5 PM and 8:30 AM masses, Kelly (+1 more) will take the 10:30 AM mass. We’ll have brochures. It will be the last weekend in January, the 26th and 27th. Kelly will speak at three Masses. Students wear uniforms for the 10:30 Mass, Achievement Fair & Pancake Breakfast to follow.</p>	<ul style="list-style-type: none"> • Chris Markov and Paul can attend 5pm Mass on 1/26/19 • Julie & Rob will attend 10:30 mass • Katie & Jacquelyn will attend 8:30 • Julie can attend Middle School Preview Night • Tuition Rates: 3.5% increase again. <ul style="list-style-type: none"> • Look at trends of marketing for additional enrollment. • Will continue \$500 referral grants for new students. Referring family will also receive

		<p>d. Middle School Preview Night, Jan. 24th. (Hope to send out a mailing to prospective families). Need School Commission member to attend, will have alumni student and parent to give testimonial, and middle school teachers.</p>	<p>\$500 discount towards tuition</p> <ul style="list-style-type: none"> • Continuous enrollment will be announced in next Green Wave. • Received year end anonymous donation of \$20k – will be used for technology and teacher wish list items • Submitted \$30k grant to install bathrooms inside pre-school.
<p>III. Fundraising</p>	<p>Sheila Swift</p>	<p>a. Catholic United Financial Raffle—kicks off Jan. 12th, \$20,000 goal = 20 tickets per student @ \$5 per ticket</p> <p>b. Shop with Scrip next steps? (Paul)</p> <p>c. Gala—March 2nd--\$30,000 goal—Kentucky Derby Theme, Ladies’ hat making event Jan. 14th</p>	<ul style="list-style-type: none"> • Give to the Max – raised \$14,400. • 5th year of doing Raffle – keep all proceeds. Raised \$19k. <ul style="list-style-type: none"> ○ Able to go to any parish that doesn’t have a school to sell raffle tickets. ○ Asking for volunteers to sell at mass times

			<ul style="list-style-type: none"> ○ Big message is to return tickets early (50% of money comes in on last day) ● Paul having dialogue with Randy and hoping to have open scrip for Catholic School Week. ● Gala: 1 Month earlier. Did make \$30k goal in 2018. Set 2019 goal for \$40k <ul style="list-style-type: none"> ○ Hat making event will make \$15/person ○ Pancake breakfast from nights to help with support. ○ Wall of Roses will be added. Will sell \$25 hand drawn roses and decorated by each student. Will be sold at Achievement fair.
IV. Home And School Updates	Sheila Swift	<ul style="list-style-type: none"> a. HSA mission b. Committee structure c. HSA event recap d. Volunteer program update 	<ul style="list-style-type: none"> ● Structure: <ul style="list-style-type: none"> ○ Members to serve for a trimester or for the whole year. ○ 9 people on the committee. ● Had a direct ask during grandparents day mass.

			<p>Brought in \$1,300 on that day.</p> <ul style="list-style-type: none">● Volunteer update:<ul style="list-style-type: none">○ Mix of families for families with volunteer hours.○ Take reimbursement off of tuition versus money back to families account to limit confusion.
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Ad Hoc:

Heating (Kelly) –

- Leak in the wells of geo thermal heating system.
- Isolated 2 of the 4.
- Once the ground thaws – will repair.
- Will be able to file insurance claim.