



St. John XXIII School Advisory Commission
April 10th, 2018
Meeting Minutes

Members Present: Colleen Jentges, Wayne Chrusciel, Lynette Melin, Ed Muenta, Rachel Lorier, Nikki Kiss, Dave Didier, Jen Rodgers, Julia Spankowski, Mike Linstroth, , Father Pat Wendt, Erin Lackovic

Members Excused: Lynette Melin, Kristi Klein

Members Absent:

- I. Call to Order at 5:28 PM.
- II. Opening Prayer
- III. Mission Statement Recited
- IV. Meeting minutes approved for March 2018. Mike Linstroth motioned to approve, Rachel Lorier seconded. Motion passed.
- V. Open Comment
- VI. Pastor Report
 - a. The Saukville school site contract has been signed, the properties sold for 240,000.
 - b. The St. Mary's site is still pending with notice expected to be received in May.
- VII. Committee Reports
 - a. Finance Committee
 - i. We will approve the budget for the next school year.
 - b. Marketing/Development
 - i. Annual fund has now raised \$22,153.
 - ii. Erin met with the Milwaukee Bucks regarding setting up a student night where students can meet the Bucks prior to the game.
 - iii. We are going to be developing testimonials for our website.
 - iv. Erin is publishing a tri-fold brochure for recruiting and will be dispersing around the community.
 - v. We are also a site for the Week of the Young Child which is sponsored by the Kiwanis Club.
 - c. Christian Formation
 - i. None
 - d. Home and School
 - i. Flower sale pre-orders are due until 4/13 and will accept pre-orders through 4/18.
 - ii. We have a Culver's day set for tomorrow, 4/11.
 - iii. New officers are slated to begin next year.
 - e. Athletic Committee
 - i. None
- VIII. Principal Report
 - a. Arch Exemplar Status visit tomorrow. Academic Excellence recognition. Will be announced April 19th at Principal Leadership day.
 - b. Forward Exam- State exam for students in grades 3-8. This is our first year and we are ensuring our teachers and students are prepared.
 - c. Enrolling student choice students- both programs SNSP and Choice voucher students. We currently have 7 regular voucher students enrolled. I will be meeting formally with our SNSP (Special Needs Scholarship Program) families in May/June. I have spoken with them informally so that they are aware. I still have a few families to approach.
 - d. Teacher contracts- Kristi began distributing this week. She met individually with teachers regarding their contracts.
 - e. New ELA teacher (middle school) teaching position interviews. Begin interviewing next week.
 - f. Writing a letter to the state regarding our interest in the safety grant.
 - g. Finalizing all school SIPs (Action Plans) due to the arch on June 1st. The School Leadership Team and members from the other commissions will be involved in reviewing these documents. Dates will be sent this month to meet in May.
- IX. Unfinished Businesses
 - a. Volunteer Strategies to engage parents.

- i. Looking at ways to incentivize volunteering.
- ii. Ways to help include more communication on the roles and expectations of the volunteer positions.
- iii. Childcare is a challenge for families as well. If we could get the older students to volunteer watching young children, we could get more families involved.
- iv. Another strategy is to assign activities by grade level. Example, make 1st grade responsible for Halloween, 2nd grade for Xmas parade.

X. **New Business**

- a. The finance committee put together the 2018-19 preliminary budget.
 - i. Wayne reviewed the proposed budget from the finance committee. The SAC needs to vote to approve the preliminary budget. Rachel Lorier made a motion to pass the preliminary budget. Mike Linstroth seconded the motion. Motion passed.
- b. The archdiocese has asked all schools to publish a salary scale. The recommendation is to be around 80% of what the public school's salary is. One of the goals of the school is to increase the starting wages and move wages to performance based measurement. Julia Spankowski motioned to approve the salary scale that was developed by Kristi. Dave Didier seconded the motion. Motion Passed.
- c. Policy Handbook-the SAC will divide and conquer on the policies and begin to work on this over the summer.
- d. One board member's term is up next year, but we are looking for at least two more members. The recommendation is to find someone with HR experience.

XI. Motion to adjourn, Rachel Lorier made the motion and Mike Linstroth seconded the motion. Motion Passed.

Closing Prayer

XII. **Meeting ended at 6: PM.**