



**St. John XXIII School Advisory Commission**  
**January 9th, 2018**  
**Meeting Minutes**

**Members Present:** Kristi Klein, Colleen Jentges, Jen Rodgers, Wayne Chrusciel, Lynette Melin, Dave Didier, Mike Linstroth, Julia Spankowski, Ed Muenta, Erin Lackovic, Rachel Lorier

**Members Excused:** Nikki Kiss, Fr. Pat Wendt

**Members Absent:**

- I. Call to Order at 5:30 PM.
- II. Opening Prayer
- III. Mission Statement Recited
- IV. Add Rachel Lorier to present. Dave Didier motioned to approve the November 2017 meeting minutes with addition, seconded by Mike Linstroth. Motion Passed
- V. Open Comment
- VI. Principal Report
  - a. Choice materials submitted. Wrapped up this week and eligible families will apply 2/1/18-4/20/18. Seneca, Kristi and Jan will be the main points of contact for this process. We have 20 students eligible (current or incoming K5). \$7,750/student.
  - b. Establish staff recognition for both parish and school. Invite tenures and more to the Key Event for this recognition.
- VII. Pastor Report
- VIII. Committee Reports
  - a. Finance Committee
    - i. Break even budget was established. Currently \$97K in the positive which will change.
    - ii. Stock market is up and thus helping our numbers.
    - iii. Fundraising budget is at \$21K in a budget of \$29K.
    - iv. Budget is currently being prepared for next fiscal year and includes a 5-year projection.
    - v. Received a \$20K gift this year.
  - b. Marketing/Development
    - i. Annual fund – \$19,803 (last year at just over \$14,000). Goal is \$30,000. Get 7<sup>th</sup> and 8<sup>th</sup> grade students for follow up calls. Contributors are all over, higher contributions are alumni and grandparents.
    - ii. Upcoming – Catholic Schools week 1/28/18-2/1/18. Kick off with open house at the lower campus including brat fry with KofC with proceeds to the school.
    - iii. KE promo night at Newport Shores is 1/20/18.
    - iv. Student Art Night is 1/25/18. Looking for around 40 students (at 12 right now).
    - v. Round up fundraiser – with Piggy Wiggly features a new organization monthly and we are submitting paperwork to be considered as a feature organization.
  - c. Christian Formation
    - i. Students represented the 3 kings at Mass this past weekend. SJ23 did St. Mary's and IC; CRE had St. Peter's Masses.
    - ii. Planning for Catholic Schools week. Close at St. Peter's at 4:30pm Mass with sock hop.
  - d. Home and School
    - i. Raffle Calendar net profit approximately \$10,300.
    - ii. Mother/Son bowling and Father/Daughter dance both have chairs; dates are being determined.
    - iii. Starting preparations for the Flower Sale.
    - iv. Starting volunteer signups early (Apr/May) for next year.
    - v. Culver's evenings – will call for 2 nights.
  - e. Athletic Committee
    - i. Nothing to report.

- IX. Unfinished Businesses
  - a. None
- X. New Business
  - a. Capital Fund building – request for bids is out for construction manager. Conducting interviews next Sat with a hire by month end. Total package is \$4.5M Not included in this cost is technology, furnishings for school and entry and we need to figure out how to cover this cost. Working with an interior designer on this process. Break ground Oct/Nov, open to school 2019.
- XI. Motion to adjourn by Julia Spankowski, Rachel Lorier seconded. Motion Passed.

**Closing Prayer**

- XII. **Meeting ended at 6:19 PM.**