

St. Charles Parish School - School Commission

Minutes



December 20, 2016

Attendance

Meeting Logistics

Chair: Jon Ingrisano
Co-Chair: Brian Kuss
Time: 6:30-8:00 PM

Date: 12-20-2016

Location: Parish Rectory

Commission Members:

Ex Officio Members:

Additional Guests:

| Name | | Name | | Name | |
|-----------------------|---|-------------------------------------|---|------|--|
| Greg Budzien | X | Laura Anderson (Principal) | X | | |
| David Burns | X | Father Ken (Pastor) | X | | |
| Jon Ingrisano | X | Diane Grolemond (Faculty Rep) | X | | |
| Brian Kuss | | Christina Holmes (Advancement Dir.) | X | | |
| Julie Kirby | X | Dan Murphy (Past Chair) | X | | |
| Sara Ladish | | Christine Robel (Home & School) | | | |
| Natasha Mazza | X | Father Patrick | X | | |
| Bernadette Mesenbrink | X | | | | |
| Kathy Thorsen | X | | | | |
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| Topic | Discussion | Recommendations/Follow-up |
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| OPENING PRAYER: | December prayer provided by Jon Ingrisano. | January prayer to be provided by Julie Kirby. |
| MINUTES: | November minutes approved. | |
| PRINCIPAL'S REPORT: | | |
| Enrollment Update | <ul style="list-style-type: none"> • Current enrollment at 284. Two new 7th grade girls- one last week and one will start after Christmas break. • Possible new students for 8th grade & 4k this semester. • One 4k student left due to family move. • Re-enrollment email sent out last week. 87 students still need to re-enroll for 2017/18. • 5 new sibling applications received for 2017/18. | |
| Building Update | <ul style="list-style-type: none"> • Hartland Planning Commission approved school building expansion. • The school expansion will cost 2.1 million and no loan will be needed. • Need to receive the Archdiocese approval on 2/6 prior to ground breaking in March. • Due to sewer work beginning next week, the gym entrance will be closed during break. • The Capital Campaign will be extended until Easter to ensure all Parish & School families are reached. | |
| Advancement Director's Update: | | |
| Annual Development Fund | Brochure will be printed next week and mailed in January. | |

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| Catholic Schools Week | <ul style="list-style-type: none"> • Open House Sunday January 29th after 10:45 Mass. • No Open House during school hours this year. • Possible “Preschool Experience” day in February/March. • Postcards advertising “Space available in every grade” will be mailed to all houses in 10 mile radius with children ages 2-12. • We have received a few calls regarding 2017/18 new student registration. | |
| Dinner and Auction | <ul style="list-style-type: none"> • All wine donations should be dropped off to the school office by 2/15. • Stop the Auction- Kristin and Christine spoke with Father Ken about equipping new Stem Room. Need to obtain itemized list and pictures for visual aids. | |
| HOME & SCHOOL UPDATE: | | |
| | <ul style="list-style-type: none"> • Positions that need to be filled for next year: HSA President, HSA Vice President, Fall Fest Volunteer Leader, and SCRIP Leader • Ornament Exchange tomorrow evening- 20 registered. • All teachers were given a tote bag with pizza/appetizer gift card and candy for Christmas from HSA. | |
| PASTORAL COUNCIL UPDATE: | | |
| | Tuition increase discussed and the Council was happy with the proactive steps taken to reduce parish assistance. | Jon to forward the “State of the School” information to the Council. |

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| OLD BUSINESS: | | |
| Teacher Request Policy, Grievance Policy, & Bullying Policy | <ul style="list-style-type: none"> • Teacher Request Policy Approved • Grievance Policy- adjust language and steps to show Pastor has final say on the concern. Add "Advisory" to the School Commission. • Bullying Policy- 1st draft to be completed by mid-January. | Julie Kirby to provide final draft of Bullying Policy at February meeting. |
| NEW BUSINESS: | | |
| Brian Kuss Resignation | Brian Kuss has submitted his resignation due to unforeseen family concerns. Discussion of possible replacements for Co-Chair. | Jon Ingrisano to contact possible Co-chair candidate before January meeting. |
| COMMITTEE REPORTS: | | |
| | Discussion postponed for January Meeting. | |
| NEXT MEETING | Next meeting January 17th at 6:30 p.m. in Science Room | |
| CLOSING PRAYER | | |