

# St. Charles Parish School - School Commission

Minutes



February 21, 2017

Attendance

**Meeting Logistics**

**Chair:** Jon Ingrisano  
**Co-Chair:** Julie Kirby  
**Time:** 6:30-8:00 PM

**Date:** 2-21-2017

**Location:** Science Room

**Commission Members:**

**Ex Officio Members:**

**Additional Guests:**

Name		Name		Name	
Greg Budzien	X	Laura Anderson (Principal)	X		
David Burns	X	Father Ken (Pastor)			
Jon Ingrisano	X	Diane Grolemond (Faculty Rep)	X		
Kathy Thorsen		Christina Holmes (Advancement Dir.)	X		
Julie Kirby	X	Dan Murphy (Past Chair)			
Sara Ladish		Christine Robel (Home & School)	X		
Natasha Mazza	X	Father Behling (Assoc, Pastor)			
Bernadette Mesenbrink	X				
Aaron Kowal	X				

Topic	Discussion	Recommendations/Follow-up
<b>OPENING PRAYER:</b>	February prayer provided by Jon Ingrisano.	March prayer to be provided by Natasha Mazza.
<b>MINUTES:</b>	January minutes approved.	
<b>PRINCIPAL'S REPORT:</b>		
Enrollment Update	<ul style="list-style-type: none"> <li>• 2016/17 enrollment 285</li> <li>• 2017/18 enrollment 275 with 30 pending- confident with 12</li> <li>• Likely that 3<sup>rd</sup> &amp; 6<sup>th</sup> will need to split next year</li> <li>• Tours have been given weekly to interested families</li> </ul>	
Building Update	<ul style="list-style-type: none"> <li>• Meeting with the Archdiocese was completed last week. Should have final OK by next week.</li> <li>• Ground Breaking Ceremony on March 6<sup>th</sup></li> </ul>	
School Calendar & In-service Day	<ul style="list-style-type: none"> <li>• 2017/18 School calendar to be completed by 4/1</li> <li>• The entire Waukesha West Deanery came to St. Charles to participate in 12 small group sessions for further education.</li> </ul>	
<b>Advancement Director's Update:</b>		
Crusader Challenge (Stop the Auction)	<ul style="list-style-type: none"> <li>• Christina asked for more ideas for the Crusader Challenge.</li> <li>• Consideration for adding an electronic board for the trophy case was given. All were in favor of waiting on any new electronic board until the current one for the front office was installed and running.</li> <li>• A list has been created of the items that are desired to outfit the new STEM room and it was suggested to have photos of other area STEM rooms as examples the night of the auction.</li> <li>• Discussion was had regarding the addition of Catholic identity items to the new classrooms and/or hallways. Suggestions were made of using the patron saint of Science, Technology, Engineering and/or Math and the possibility of an in-lay of a cross at the new entrance.</li> </ul>	Jon to speak with the Tech team to get the front office electronic board up asap.

Open House Summary	School Open House on January 29 <sup>th</sup> went well with 12 families in attendance. All families have given a follow up call.	
<b>HOME &amp; SCHOOL UPDATE:</b>		
	<ul style="list-style-type: none"> <li>• \$29,000 of the total goal of &amp;32,000 in fundraising has been reached.</li> <li>• Scrip doing excellent this year.</li> <li>• Dance-a-thon approved for next year. Will be a fundraiser that the kids perform during the school day and will end in the evening with a family dinner/party at school.</li> <li>• Book Fair- \$435 was raised to be matched for in need families.</li> <li>• Volunteering- Still looking to fill positions for next year- Scrip Coordinator and several HSA positions.</li> <li>• Couples Valentine evening was a success with over 50+ couples in attendance.</li> <li>• Considering a Father/Son type event next year- suggestions were made to have a Father/Daughter as well.</li> </ul>	
<b>OLD BUSINESS:</b>		
Bullying Discipline Rubric	A few changes were discussed with regards to the “Non-Physical” section of Rubric. After Julie completes the changes discussed, the Policy should be reviewed by teachers.	Julie to make changes to the “Non-Physical” section at the top and bottom paragraph.
<b>NEW BUSINESS:</b>		
Commission Member Terms, By-law Timelines & Non-Renewal	<ul style="list-style-type: none"> <li>• Jon to make chart of current member term expirations.</li> <li>• Current member renewals in May- Kathy Thorsen, Greg Budzien &amp; Sara Ladish.</li> <li>• Sara Ladish will not be renewing. Consideration to be given for new members. Jon suggested asking Brian Kuss.</li> </ul>	Jon to provide chart of member terms.
<b>COMMITTEE REPORTS:</b>		

Curriculum Committee Update	Goals this year will be to focus on assisting with the Parent/Teacher Survey & the LovEd Sex Education program.	
Strategic Planning Update	To be given in March meeting.	
<b>NEXT MEETING</b>	Next meeting March 21st at 6:30 p.m. in Science Room	
<b>CLOSING PRAYER</b>		