

St. Charles Parish School - School Commission

Minutes



March 21, 2017

Attendance

Meeting Logistics

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

Date: 3-21-2017

Location: Science Room

Commission Members:

Ex Officio Members:

Additional Guests:

Name		Name		Name	
Greg Budzien		Laura Anderson (Principal)	X		
David Burns	X	Father Ken (Pastor)			
Jon Ingrisano	X	Diane Grolemond (Faculty Rep)	X		
Kathy Thorsen	X	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					
Aaron Kowal	X				

Topic	Discussion	Recommendations/Follow-up
OPENING PRAYER:	February prayer provided by Natasha Mazza.	April prayer to be provided by Bernadette Mesenbrink.
MINUTES:	February minutes approved.	
PRINCIPAL'S REPORT:		
Enrollment Update	<ul style="list-style-type: none"> • 2016/17 enrollment 286 • 2017/18 enrollment 285 • 25 pending applications- confident of 10 	
Building Update	<ul style="list-style-type: none"> • Footings to be dug and poured this week • Hunzinger gave completion date of 6/30 • July & August will have several celebration ceremonies to include a Donor wine/cheese reception, Volunteer appreciation evening and a Dedication evening. 	
School Calendar & In-service Day	<ul style="list-style-type: none"> • Draft of 2017-18 to be completed for next week- still working on a date for the Advent concert. • Third Tuesday to continue as early release date 	
Advancement Director's Update:		
School & Building Updates	<ul style="list-style-type: none"> • Updates and pictures of building project progress to be posted to Facebook. "Like" updates to get the word out to others who may not know about the school expansion. • Videographer will be taking pictures often to put into a fast forward video for the parish to view upon completion. • ADF letter have been mailed to parish members. • Grandparents Day in May changed to "Very Important People Day"- ADF letter will also be sent to those attending the event. • Try Something New Day was a success with over 40 different presenters for the kids to choose from. 	

Auction & Dinner	<ul style="list-style-type: none"> • Crusader Challenge- STEM Wish list & Catholic Identity for the new school entrance with goal of \$30,000 • 2 students will speak at Auction and give examples of STEM activities • 206 guests registered so far. • Wine Pull- In need of about 5 more cases of wine 	
HOME & SCHOOL UPDATE:		
	<ul style="list-style-type: none"> • “VIP” event Western Theme invites sent to all guests. • HSA provided lunch & refreshments for the volunteers at Try Something New Day. • June 9th- Teacher Appreciation Day with Mexican themed lunch for all teachers. • Teachers have been receiving monthly appreciation gifts. • Volunteer Openings – still looking for Scrip Coordinator (maybe 2 to split the job) all other spots are close to being filled. 	
OLD BUSINESS:		
Member Chart	Jon distributed a chart of the members on a 3-year schedule. Sara Ladish & Greg Budzien will not be renewing. Kathy Thorsen has agreed to 1 more year. Brian Kuss proposed to fill one of the vacant spots.	Commission members to send Jon any suggestions for new members.
Tech Board for front office area	Jon will be discussing plan of action with Chris Thorsen & Christina Holmes before the next meeting	Jon to meet with Chris Thorsen and Christina Holmes.

Bullying Discipline Rubric	<ul style="list-style-type: none"> • Laura discussed at faculty meeting. During the discussion, a current example of an issue was used against rubric. The focus when looking at an issue is the imbalance of power – physical, numerical, or social in a repetitive manner. • Concern was made for how to document in an organized efficient manner each issue the child has. The use of a spreadsheet that is accessible by all teachers was discussed as a necessity. • A part time Guidance counselor should be hired for next year to assist with the implementation of this policy. • There is no start/end date for the number of infractions. • Rubric approved after removal of the bottom middle box • Parents should be introduced and educated about the Policy in May/June during an evening parent meeting along with the announcement to hire part time guidance counselor for 2017/2018. • Policy to be put in the 2017/18 parent handbook 	<ul style="list-style-type: none"> • Laura to develop position description with the help of Shannon Gibbons. • Julie to circulate combined policy and rubric to Committee once the changes are made. • Jon to give Father Ken a copy.
New Business		
Junior Achievement	<p>Aaron Kowal has been providing lessons from Junior Achievement in the 1st grade class. Looking for volunteers to do this free program for other classes. 5 total class visits for 30 minutes each. All materials are provided. HSA to discuss if parent volunteer hours could be used for this.</p>	<ul style="list-style-type: none"> • Laura to discuss at faculty meeting to see if teachers are interested in participating in the program. • Aaron to provide list of topics for each grade to see where it fits into the academic year.
LovEd Program	<p>New Sex Education program formed by Sister Kieran. Laura would like to begin this year for at least the 7th/8th grade boys and girls.</p> <ul style="list-style-type: none"> • Separate 2 hour evening classes for boys & girls • Grouped by 5th/6th & 7th/8th • First year focus is on Puberty and second year on Sex/Pregnancy • Classes to be attended with the parent of the same sex 	<p>Laura to schedule meeting with Father Ken, Sister Kieran and Kathy Thorsen.</p>
NEXT MEETING	Next meeting Monday April 24th at 6:30 p.m. in Science Room	

CLOSING PRAYER		
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