

St. Charles School Committee
Meeting Minutes
March 17, 2010 6:30 p.m.

ATTENDEES:

Lisa Caputa, Cindy Gardner, John Grogan, Mike Halstead, Renee Horning,
Amy Marshall, Rick Olejnik, Kristine Roznowski, Mary Beth Yeager

Guests: Pat Gross, Kevin McGinn, Sue Ulrich

Members Excused: Teri Sippel Schmidt

Opening Prayer/Quote

Delivered by Committee: *Prayer Before the Crucifix*

1. Approval of February Minutes

Rick Olejnik

2. Teacher/Staff Presentation - Mrs. Melissa Henkel 3rd Grade

Highlights:

- Hired in 1996/7th year in 3rd Grade
- Advent Service Project
- Ye Olde School House Field Trip
- Flat Stanley Unit
- 3rd Graders learning multiplication & division
- Mini-Lab Centers

3. Principal Report

Mike Halstead

- Registration Update: Enrollment is up for the 2010-2011 school year - projecting 180 students.
- Annual School Development Fund: The goal is \$40,000 and the fund to date is at \$24,000. Will be able to process credit and debit cards by the end of the month. The next step is to send letters from families to alumni and community regarding the School Development Fund.
- A Person of Worth: The program has started as of March 10. This program is offered to fifth and sixth grade families. Theology of the Body II will be added at a later date.
- WKCE Testing - 8th Grade: Results are very satisfying

- **Mad Science:** This is a program that started March 16 and is provided to students after school. 25 children are enrolled.
- **Science Lab Project:** The project will move forward. Money has been raised - \$13,000. Money from Home & School Auction is also dedicated to the completion of the Science Lab. Looking to be done by September 2010.
- **DRIVE Graduation:** This 5th grade program ends the week of March 22.
- **Teacher Inservice:** Last Teacher Inservice of the 2009-2010 school year was held on February 26. The focus was on Teaching as a Ministry/Adult Faith Formation - Who are we as a staff?
- **Athletic Banquet:** Sunday, May 16 at Country Springs.

4. New Business - Open Floor Parish/School Families

- **Community Fest:** This fest will be held March 27 at Kettle Moraine High School from 10-3 p.m. St. Charles will get a booth and advertise our school.

5. Parish Council Report/Rick Olejnik & Fr. Ken Update

- There is a sub-committee working on the Mission Statement.
- **Fundraising Summit:** To be held - April 20th. The Summit is to try to organize our fundraisers. The Summit Committee is a Parish Committee and this committee is to gather information on all fundraisers and address the needs.
- The Boy Scouts presented and talked about what they do as an organization for the community.
- Approval of St. Vincent DePaul Pantry moving into the St. Jude Room.
- **Stewardship Appeal:** Getting a committee together to find people to donate their time.
- Expansion of Office time to possibly Wednesday evenings.
- Increase pool of lectures and the distribution of communion.
- Mission statement is being developed for the Parish.

- Town Hall Meeting: 40-45 people attended.
- Fall Fest: September 10-12
- Borromeo Kitchen: Parish Council approved.
- Music Department: Full-time Music Director to be hired.
- Athletic Association: Athletics is now working with Youth Ministry.

6. Committee Reports

Administration/Finance: Mike Halstead and Lisa Caputa

- School Committee reviewed the Budget Draft and is in favor of the 2010-2011 Budget.

Home and School: Sue Ulrich

- Home and School is promoting that families use more Scrip. Scrip thermometer is made.
- Minimize fundraisers.
- At this time, there is no update on a new Home and School Treasurer.
- Auction is April 17 - 18 people from the Parish and Alumni will be attending.
- Piggly Wiggly Cookout Fundraiser: April/May

7. St. Charles School Marketing

- A committee will meet to bring in a Marketing Plan.
- Parade - John Grogan: Sunday, June 27. Float is reserved and plans are in progress.

8. Closing Prayer/Quote

Delivered by Mike Halstead

The next meeting will be held in April.

Submitted By: Kristine Roznowski
St. Charles School Committee

