

**ST. CHARLES SCHOOL COMMITTEE**  
**MEETING MINUTES**  
**September 16, 2008 7:00**

**ATTENDEES:**

Committee Members: Doug Dunlop, Renee Horning, Rick Olejnik, Paul Pahl, Kristine Roznowski, Terri Sippel Schmidt, Margaret Wieland  
Parish Liaison: Jim Dunn

**MEMBERS EXCUSED:** Paul Steiner

1. **Opening Prayer/Quote**  
Opening prayer delivered by Rick Olejnik
2. **Approval of July and August minutes**  
Paul Pahl made a motion to approve the July and August 2008 minutes.  
Renee Horning seconded the motion. The minutes were approved.
3. **Open Floor Parish/School Families**  
In absentia, Lynn Rose provided the information for the Lake Country Community Fest and area business which will match their employee's financial donations.
4. **Principal Report/Doug Dunlop**
  - a. To date, 172 students are registered.
  - b. Meet and Greet held in August and followed by the Picnic on the Playground. Both were successful and will be repeated next year.
  - c. Parent's Night held in early September was also seen as very positive. The informational tables were a good addition.
  - d. Magazine Drive begins September 18 and runs through October 3.
  - e. Web Grader is in place.
  - f. Planning Committee for Waukesha County Schools was presented and discussed.
  - g. Spanish teacher has been hired.
  - h. A few inquiries have been made regarding the K5 tuition being the same price structure as the other grades. Future discussions may transpire after the District Alliance statistics have been gathered next month.
4. **Parish Council/Margaret Wieland**
  - a. St. Vincent DePaul will be having a month long Share Sunday collection of food.
  - b. Fundraisers for the Class of 2010 were approved. Fundraisers include: Piggly Wiggly Red Shed, offering pizza lunches when food service is not available, and selling of Entertainment.
  - c. New overhead door for storage shed was installed.

- d. New kneelers will be installed on September/October. These were funded by the Christian Women's Group.
- e. Fiscal Year ended in June with a surplus.
- f. School deficit due to decreased enrollment was discussed. Parish council will work with the school to subsidize the shortage. The School Committee will present at the next council meeting a detailed marketing plan to increase school enrollment and to provide a means to gauge why students are leaving (exit interview).

**5. Committee Reports-Finance**

- a. Finance/Paul Prahll
  - i. Discussed meeting with Parish Finance Committee.
  - ii. Teaching Assistant hours will be reviewed and trimmed.
  - iii. Remaining budget deficit will be divided equally between the school and parish.
- b. Alliance – no report
- c. Athletics –no report
- d. Home and School/Kristine Roznowski
  - i. Auction planning is underway.

**6. School Committee Marketing**

- a. Recap of Marketing Break Out Meeting
- b. Review of detailed marketing plan

**7. Closing Prayer**

- Closing prayer delivered by Rick Olejnik.
- Terri Sipple Schmidt will deliver opening/closing prayer in October.

The next meeting will be held on October 21<sup>st</sup> at 7:00pm in the school library.

RESPECTFULLY SUBMITTED:

Margaret Wieland, Secretary  
ST. CHARLES SCHOOL COMMITTEE