

ST. MICHAEL SCHOOL ADVISORY COUNCIL

Meeting Minutes- October 4th, 2017

In Attendance: Stefanie Griffith, Annette Bahn, Lori Strabley, Doug Trenkamp, Amy Holzwart, Deacon Mike Eier, Andy Schulze, Chris Heck, Christopher McDaniel, Dave Mueller Guest: Charlene Wilkins, Ann Karhoff, Cindy Moening

Doug opened the meeting at 6:59 p.m. with a prayer.

Minutes: Chris H. motioned to approve the minutes from the September 6th, 2017 meeting. Dave seconded, motion approved and carried unanimously.

Pastor Comments: Fr. Mike was not in attendance due to a calendar oversight. Deacon Mike updated the group with Fr. Mike's interest in updating numerous areas of the building. There are many improvements that are in the planning, such as paint in areas such as the Auditorium, including the hallway and stairways, and in the entrance to the Parish Office to help distinguish that space. In addition, a storage room is being built on the Auditorium balcony that will help store items such as student instruments. Another important improvement is a permanent wall between Mrs. Mather's room and the St. Joseph Room. Deacon Mike noted that Fr. Mike's installation was a blessed day. He mentioned that there was a Diocesan conference (Laudato Si) at school today, with Bishop Thomas in attendance that was well attended.

Old Business:

- A. SAC Constitution and Bylaws- Amy outlined the changes that she made to the SAC Constitution. The copy of the Constitution with the underlined changes is attached to these minutes. Stefanie asked for questions, concerns, or discussion. No discussion followed. The reviewed changes were voted on and passed unanimously. Stefanie will add this item to the agenda for annual discussion at the August (review) and September (vote) meetings.
- B. Class of 2017 Top 3 Gift Ideas- Amy just received the final budget numbers for the amount the 2017 8th grade class has left for a class gift (~\$1500.00) A discussion followed on ideas for the gift. 1.) Crucifix or cross for the Auditorium. 2.) Mural 3.) Flag pole for a papal flag. In regard to #1, the current 8th grade class has mentioned this idea, so it was brought up that that may be a good idea for the 2018 8th grade class gift. Following discussion, it was decided that Deacon Mike will price the items as a starting point. It was suggested that depending on the cost, the gift could be from both 8th grade classes. Deacon Mike will research the cost, and he and Amy will update Fr. Mike and the discussion will continue at the next SAC meeting.

New Business

- A. Catholic Schools Week Billboard- Previously, the school has advertised on 3 local billboards for Catholic Schools Week. These billboards were donated and heavily discounted. Chris Heck will contact Doug Heigel, Doug will contact Steve Warner, and Stefanie will contact Mike Lammers to see if they would generously donate these again this year. Chris will ask Susan Schetter if she will take the picture for the billboard again this year, and Amy will gather this year's theme, as well as ideas for what children and items to picture.
- B. Top 3 Focus Area
 - a. Safety- Deacon Mike gave a brief update on the security cameras. Radio Hospital, the company that installed the Key Fob system, walked through and evaluated the quoted \$35,000 for 29 cameras. This project could be completed in phases. We are awaiting a quote from Findlay Telecom. The quotes will go on to the Parish Finance Committee, and due to the estimated price, ultimately have to go through the Diocese for approval. A discussion followed on a solution to the school building doors being unlocked during Extended Day and the safety concerns that the unlocked doors bring. It was suggested that families pay a fee and receive cards also. The system can be set to accommodate this with several options, including keys only working on certain doors, as well as only working during certain hours. Amy and Deacon Mike will discuss the options with Fr. Mike and bring it back to another meeting.
 - b. More intentional marketing/recruitment/retention- All agree that a position needs filled for a Communication/Marketing person, but that the hunt is currently on hold.
 - c. Communication engagement- school information system- A newsletter was passed around that is circulated/emailed by Findlay City Schools. A discussion followed on what kind of information would be a

good addition to our current emails and publications. It was suggested that the subcommittees meet to get more involved with possible changes to our newsletter (The Defender), website, etc.

Principal's Report: Enrollment Numbers. The up-to-date enrollment numbers for the 2017-2018 school year are attached to these minutes. The current enrollment is 518, but could be up to 520 soon, as there are currently some families with verbal interest in enrollment. Amy mentioned that Shrek has upwards of 60 students involved, including 5th graders, a new addition to the cast/crew. 5th grade band just got up and rolling as well. MAP testing will end this week and the results will be shared at the upcoming Fall Conferences.

Guest Comments: Cindy Moening mentioned that she very much enjoyed attending the meeting and thanked the members for the opportunity to be a part of it.

Upcoming Events:

- A. October 9th – PTC 7:00 p.m., Art Room
- B. October 11th – Picture Retakes
- C. October 17th – Basketball Meeting
- D. October 18th – End of Quarter
- E. October 19-20 – Shrek the Musical
- F. October 26th – Jr. High Retreat

Doug closed the meeting at 8:48 pm with a prayer.

Respectfully submitted,

Annette Bahn, SAC Recording Secretary