

ST. MICHAEL SCHOOL ADVISORY COUNCIL

Meeting Minutes-December 8th, 2016

In Attendance: Mike Holman, Annette Bahn, Doug Trenkamp, Stefanie Griffith, Chris Heck, Deacon Mike, Kathy Laird, Anne Brehm, Fr. Mike Hohenbrink

Stefanie opened the meeting at 7:04 with a prayer.

Minutes: Chris motioned to approve the minutes from the November 2nd, 2016 meeting. Kathy seconded. Motion approved and carried unanimously.

Pastor Comments: A search committee has been formed to find a Director of Liturgy and Music. Dow Campbell, the new parish Business Manager will chair the committee. Aggie and Dow are working together for a short time to ease the transition as Aggie retires and Dow begins his new role as Business Manager. In celebration of Aggie's retirement, a reception will be held in the Auditorium following 12 pm mass on January 8th, 2017.

Old Business:

- A. Update on School Security Installation- The new key fob/security updates are in full swing. Radio Hospital is currently working on the install, and the target date for completion is January 1, 2017. There will be one main computer with a dedicated network. The wiring will support the addition of video cameras at a later date if needed. Fr. Mike met with Sheriff Heldman regarding the Boot. The Boot will not be installed at this time. Fr. Mike would like to watch the implementation at local schools to see if it is feasible for our facility.
- B. Catholic Schools Week Billboard-The students and props were chosen and the photo times were set up with Susan. Chris will follow up with Doug Hiegel regarding the billboard.
- C. School Budget- Following a brief discussion of preschool tuition rates, the consensus was to push for no increase at the preschool and Kindergarten levels. The 2017-2018 rates will be: All Day KR & K \$2,700. 2Day \$925. 3Day \$1,245. The next budget step is to feed the new numbers into the system and figure out 2017-2018 rates for grades 1-8 as well as salaries. Dave and Doug have the budget roughly 90% complete. They will meet with Fr. Mike, Aggie, and others to follow up and tie up the rest of the items needed to complete the budget. Annette will get corrected preschool numbers to Dave. The enrollment differences can be offset by state vouchers. They will continue to budget conservatively for breathing room.
- D. Survey/SWOT/Accreditation-Included with these minutes is a flow chart that Mike H. put together with the 3 tasks that have been discussed at the few previous meetings...filling open positions, the accreditation survey, and the SWOT with faculty and admin. Along those same lines, Stefanie drafted a SMS Engagement Survey as a starting point for a survey to go out to families. The committee will use a focus group of parents to help generate the survey questions.

New Business:

- A. Bakery Bingo-Kathy opened a discussion about how much leeway the parents have to change things for next year (i.e. Spaghetti Dinner). They can change what they want, while keeping in mind that the changes don't have to be permanent.

Committee Reports:

- A. Research-No New Report
- B. Public Relations/Marketing-Discussed in Old Business
- C. Finance-Discussed in Old Business
- D. Technology- No New Report

Principal's Report: Included with these minutes is a current student count by homeroom.

Upcoming Events:

- A. December 9th – Kindergarten Christmas Program
- B. December 14th – P3 & KRAM Christmas Program
- C. December 15th – P2 & KR Christmas Program
- D. December 16th – Nutcracker Ballet for 3rd Grade3 @ MCPA
- E. December 20th – Last Day of School Before Break 8:15 Luminary Mass, 9:30 Talent Show, 2 pm Sin-A-Long
- F. January 12th, 2017– Next SAC Meeting

Stefanie closed the meeting at 8:32 p.m. with a Hail Mary .

Respectfully submitted,

Annette Bahn, SAC Secretary