



Partnering with families to develop a student's full potential in Mind, Body, and Spirit through Catholic values.

St. Mary's School Advisory Board Meeting
6:30pm – August 22, 2017
Approved Minutes

Opening Prayer

Lord, guide our hearts and our minds in the spirit of fairness, right thought and speech. Impart your supreme wisdom upon our activities so that our affairs may reach a successful conclusion. Thank you for being our source of guidance today. Amen

Parental Participation/Comment – We will be moving this to the beginning of meeting and have an updated handout made to explain the role of board. We will also send this to all parents with a welcome message from the board also describing when we meet.

Roll Call – Members present, Matt Sennott, Emily Thamert, Amy Simmons, Jason Smith, Brandi Klecker, Jed DeWitz, Principal Jennifer Swanson, Father Sauer, Father Connolly. Members absent, Sean Pick. Also in attendance was Sara Slotsve to discuss MNSAA.

Approval of the Agenda – Jed moved to approve agenda as written, Matt seconded the motion, motion carried
Approval of May minutes – Matt moved to approve agenda as written, Jason seconded the motion, motion carried.

Approval of July minutes – Brandi moved to approve agenda as written, Emily seconded the motion, motion carried.

MNSAA – Sara Slotsve – Updated School Strategic Plan – Mrs. Slotsve presented to the board the updated plan and how this is our document for the next 6 years (usually 7 years). Discussion was held on how would we like the committee to keep us up date the board. Sara will come quarterly to keep board up to date or more often if needed, Next time she will come back is planned for 1-23-18. Teachers will be asked to write goals and offer feedback and each board committee should look at each area that pertains to them.

PRINCIPAL'S REPORT

- Karen Adams has resigned, Samantha Wacek from Blooming Prairie will take her place.
- Phil Club is new PE teacher, he is not interested in the AD position.
- Michell Krell, Public School Title one funding has increased \$35,000 and title 3 for staff development
 - Will be hired and employed by Public School
- Early staff salaries need to be looked at as we had some qualified applicates this year turn us down due to the low starting salary.
- Last Monday we held a new teacher orientation for all of our new staff.
- Employee handbook was revised by Megan & Emily and Mrs. Segna reviewed before she left. Emily & Megan reviewed to make sure it aligned with our school policies. It was given to Jen and she shared with staff to review.
- Curriculum Night is planned for Sept. 19th, and board members attendance is requested.
- Sept. 5th there will be a welcome assembly and marathon kick-off.

- We have received our eRate funding that was requested.
- No School on Sept. 22nd, Diocese day at Lourdes for the staff.

COMMITTEE REPORTS

- Facilities and Long-Range Planning Committee – Nothing new at this time.
- Finance – Current K-8 enrollment is 295 students, budget approved was for 286 students. The current forecast is to end the year down \$2,000.
- CEMF – Nothing new at this time.
- Enrollment Management – We are going to continue the mentoring program this year matching new families up with current families so they are introduced and able to ask questions. We have a logo designed for the 140 year of St. Mary's that we will use throughout the year. School Board members are conducting exit interviews of families that have chosen to leave St. Mary's so we can get a better handle on why people leave and in October we will review our current strategies.
- Policy – Please see notes in old business.
- Vision – Troy Klecker has volunteered to chair this committee and the Vision Committee would like to have a Visioning Session with the board at the next meeting.

OLD BUSINESS

- Policy SP-4 – Matt gave the Second reading of this policy, discussion was held and minor changes were made, Fr. Kevin gave the third reading of it. Brandi moved to approve the new policy as read, Matt seconded the motion, motion carried.
- Policy E-2 – Second reading of this policy was done by Matt, Fr. Kevin, and Emily. Discussed changes that were made, deleted a duplicate section and discussed the sabbatical dated. Third reading done by Amy, Fr. Sauer, Matt, Jen, Emily, Brandi. Matt made the motion to approve the updated policy, Jed seconded the motion, motion carried.
- Policy E-3 – held until the next meeting.

NEW BUSINESS

- Principal review – Handed out and discussed the new rubric that will be used for the Principal review. Matt and Amy will continue to review and update.

EXECUTIVE SESSION - none

CLOSING PRAYER – Hail Mary

Next meeting: September 26th, 2017