

School Advisory Board  
Meeting Agenda  
October 8, 2008  
6:30pm

1. Call to Order & Prayer
  
2. Pastor's Report (Fr. Dennis) – 10 min
  - Not present
  
3. Principal's Report (Lauren Beckmann) – 20 minutes
  - Strategic Planning and visioning: Mrs. Beckmann wants the SAB to put some time into this effort.
  - Update on happenings:
    - Accreditation report – this is the assessment year (internal)
    - 2 goals that need to be addressed this year
      - We need a policy on substitute teachers
      - Development of an annual financial report (written) to all of the stakeholders. (Tom and Lauren Beckmann taking the lead on this and it is set out as a goal for the year)
    - Budget process needs to begin now for next year starting with enrollment projections
    - Copies of internal assessment handed out to each member. Mrs. Beckmann asked for input on the report.
    - We have not yet applied for exemplary status as a school and we would like to do this
    - Formal technology plan due this year including a hardware piece. The original plan was to replace all hardware this year; however, our computers are still in good shape, so we are going to continue to plan and evaluate.
    - There will be a speaker coming to the school for students and parents to talk about the anti-bullying program
    - A peacemaking retreat is being planned for the 5<sup>th</sup> graders. Home and School has agreed to fund half the cost
    - Mrs. Beckmann wants to add a collection of children's literature focused on the tolerance theme
    - Details of the Teachers in-service tomorrow and Friday – morning includes a math in-service focusing on things like book choices. Teachers will be visiting schools utilizing proposed math curriculum.

- Lauren Beckmann talked about the newly considered math curriculum (“investigations”) and we talked about the differences between everyday math and this program
  - Ideas were put together by Jane Boland to begin the formation of a new vision statement. SAB was asked to submit to Mrs. Beckmann personal values that we look for in a school and this form the basis of the vision and strategic plan
4. School Survey Update (Lauren) – 5 minutes
- Mrs. Beckmann talked about the construct of the surveys, and proposed categories and the idea of specific questions targeted at new initiatives
  - Mrs. Beckmann will email her list of categories to the SAB for consideration.
5. Committee Reports (5 minutes each)
- Policy (Jane Boland)
    - pointed out that anyone can bring up or initiate policies
  - Education & Formation (Bill Schlise/Laura Maly): Laura to discuss interpretation of math test data & trends.
    - Library – Vicki B. reported that teachers are enthusiastic about the progress in the Library, she is working with teachers on curriculum development
    - Bar code scanner is for book checkout is now operational
    - Fund raising request for the library was a mistake and we don’t wish to nickel and dime the community – Mrs. Beckmann reiterated the current policy of only soliciting funds via the Annual Fund and major Home & Schools projects such as the Emerald Auction.
    - Education and Formation committee feels that it is very important and appropriate that the librarian controls book acquisition.
    - Large lot purchases of books will be made by the school from Follet because of ease of cataloguing
    - There is some money available for acquisition of new books from previous budgets and memorial gifts.
    - Math score data results – the last 4 years of data was examined by Laura Maly and Ms. Hansen. WKCE results are still not available.
      - Iowa test revealed 2 trends.
        - St. Robert school is above average compared to the nation and other diocesan schools in concept development and problem solving and trending up
        - St. Robert School is lower and trending down in computational skills. This is a very simplified view of the overall data

- Graduate parent survey is being sent out to classes of 05, 06, and 07 focusing on placement in classes, leadership positions, measures of citizenship
  - Some after school enrichment programs are underway (drama club, and mad science already started); others are nearly ready.
  - Strategic Plan and goal setting – still in the brainstorming and early development stage—more next meeting.
- Development (Michael DeMichele/Matt Linn)
    - Lisa Lesjak talked about the overall success of the kick-off party including the fact that the number of gifts from new families was great. We are at 44k pledged right now. Letter has been written and will go out to remaining potential donors soon.
- Marketing (Clark Gridley)
    - Looking for web site feedback
    - Brochure materials are going to be revisited
    - Brainstorming session will be in spring to allow for some cleanup to be done now
    - Specific skill sets will be sought for the committee
    - Open house is to be worked on in the next meetings
- Technology (Matt Hietpas)
    - Blink committee is concentrating their efforts at this point on a few important basics
      - Bringing together a team of volunteers to help Bill Brousseau with school IT projects and issues
      - Aiding Mrs. Bennett with planning and implementation of teacher training on various topics that have been identified by the committee
    - 4 new Smart Boards are now in and functional. Matt asked if the next SAB meeting could be held in one of the classrooms with the boards. Mrs. Beckmann said that she might switch the teacher representative (to the SAB) rotation to accommodate a demonstration.
- Environment (Dan Davis)
    - Facility Improvements have been tied to the Faith in Our Future Campaign.
    - Dan Davis will meet with the Committee to understand their priorities and begin planning. Some other projects i.e. energy efficient lighting may be considered outside the FIOF Campaign due to available grants and short paybacks.
    - Committee topics for upcoming meeting:
    - Prioritizing Project Implementation by:
      - Security
      - Academic Excellence
      - Staff Recruiting/Retention

- Access
      - Sustainability/Energy Conservation
      - Long Term Capital Maintenance
      - Other issues (Staff Generated)
    - Long Term Master Plan Formulation
    - Regular Facility Evaluation Schedule
    - Options for Meeting Location
  - Budget & Finance (Tom Zale)
    - Budgeting process for next year will now begin
  - Secretary (Jane Connell)
    - Whoever takes minutes submits to group for comments, and then final version is submitted to Lisa Lesjak for posting on the website
6. Home & School (Joe O'Neill) – 5 minutes
- Art for youth program – volunteer driven
    - Martha Flaherty came to present to the board to talk about the program, which helps kids freely think about and engage in art
    - Only 2 event chair openings
    - Blue books (parent phone directory) are out
    - Boo bash is coming up with hopes of pleasing several different age levels. Age level will be suggested for the haunted house (October 25 after 4:30 mass)
7. Parish Council (Michelle Frazier) – 5 minutes
- No Report
8. New Business
- Lauren Beckmann– athletic issue on philosophy came up concerning 2 items:
1. Lateness of hour that kids practice on school nights
  2. Equitable playing time for kids
    - Mrs. Beckmann does not have authority over athletics, but she was going to talk to Fr. Dennis Dirkx who does have authority to stress fairness issues with the athletic teams.
9. Closing Comments