

School Advisory Board
Meeting Minutes
September 10, 2008
6:30pm

In attendance: Lisa Lesjak, Laura Maly, Matt Hietpas, Lauren Beckmann, Clark Gridley, Bill Schlise, Jane Boland, Jane Connell, & Tom Zale

Absent: Fr. Dennis, Dan Davis, Michael DeMichele, Matt Linn, Michelle Frazier

Faculty guest: Julie Burg

1. Call to Order & Prayer
2. Faith In our Future/Media Room (Lisa Lesjak & Lauren Beckmann)

Lisa reports: Town hall meetings resulted in formal wish list and casual feed-back. Parish center was initial main priority, but this concept would require an \$8 million campaign target. Based on preliminary inquiries with campaign leaders and major donor prospects, it was concluded that an \$8 million capital campaign is an unachievable goal.

This results in Plan B, which focuses on ADA/accessibility, sanctuary floor replacement, movement of baptismal font, adoration/chapel, library media center, and capital reserves. Dan Davis will continue to assist in pricing out the component projects in the Plan B effort.

Jane Boland asked if an elevator in the school is included in the \$2.2 million Plan B. Per Dan Davis follow-up, we think it could be included, but more investigation is needed.

Clark pointed out that Plan B leaves little for the capital reserve, which may not be prudent given the age of the facilities and cost trends.

Prioritization of Plan B projects: The media center offers these advantages: 1) cross-utilization potential to benefit the school, parish, and community; 2) the education focus of the project is consistent with the educational focus of FIOF; 3) offers financial pay-back in the form of potential increased enrollment and competitive positioning of school. We will develop and provide a detailed list of parish utilization possibilities. (Bill Schlise will take the lead on developing this)

The SAB is supportive of the narrowed Plan B scope.

3. Principal's Report (Lauren Beckmann)

Final draft of 2007-08 financial results: We required a Parish subsidy of only \$29,000 versus a \$131,000 projected subsidy need for the school year. This demonstrates the prudent allocation of financial resources and effective administration of the school by Lauren and the faculty.

Enrollment moved around a lot. Now at 339; expecting 340. Budget was 337.

The new web site is launched, and organization is much clearer and user-friendly.

Smart boards have arrived. At least one should be installed by Parent Preview night.

H&S brought up a school bus service concept. Can we have bus service for a certain geographic area? Any new service needs to be defined and proposed before May 15th. This service is offered (by MPS?) for students who live in Milwaukee, outside a 2 mile radius of the school.

Lauren requested SAB feedback.

Laura Maly asked for a tally of the student count that qualifies. She also asked about specific bus service/contractor. Based on MPS experience, there have been issues with tardiness due to bus service problems.

Annual school board in-service dates and locations are very challenging. TZ will scan and forward "Basic Functions of a Board" to members.

Lauren showed a 1-page example of Mission Statement, statements of belief, vision, and strategic goals. Lauren challenged SAB to develop a similar document. We will work on this. (Who's taking the lead?)

Miscellaneous comments to Lauren:

1. Some parents communicated that they were waiting for standardized test score results since the Stakeholder's meeting. Test scores will be presented at Parent Preview night. Initial results were flawed; Lauren finally received feedback from the testing service just last week. Feedback is not acceptable.
2. Class rosters were not available at registration this year. Point taken, and rosters will be made available next year. Contact info of parents cannot be included without prior parent approval, so parent contact info will not be included.
3. Suggestion delivered to Lauren: Hand out 1st grade uniform requirements to outgoing K-5 students to remind parents of need to procure uniforms during summer.

4. School Survey Results

Main themes seen by faculty, Lauren and SAB members:

- Sample size of 33 was not statistically significant.
- Comments were not sufficient to develop any conclusions. For many critical points, there were alternative perspectives.
- Given the number of conflicting cross-currents, the Board and Lauren agreed that it is important to re-survey. Some thoughts included:
 - Construct a shorter survey. Goal is to complete construction of a new survey before conferences this November. Jane Boland will work with Lauren on this.
 - Offer survey stations at parent conferences/open house/etc. to increase participation level.
 - Offer question-of-the-week
 - TZ to write thank-you/summary re. survey exercise for Family Matters.

5. SAB Strategic Initiatives

Tabled until next meeting. But consider a diversity program, guidance program, further developing art program.

6. Committee Reports

- Policy (Jane Boland)
Planning to work on attendance policy. Reflect bullying program in policy.
Working on emergency response plan.
- Education & Formation (Bill Schlise/Laura Maly)
Nothing to report
- Development (Michael DeMichele/Matt Linn)
Nothing to report
- Marketing (Clark Gridley)
Web site is launched... hooray! Thanks to Karen Parr, Amy Hietpas, Mark Cain, Lauren & Lisa. Lisa can be point person for comments. Clark will be scheduling a marketing session open to all. Please participate!
- Technology (Matt Hietpas)
Working with new Library media specialist to get her up to speed. There are many IT implementations and challenges happening at the school at this time.
Discussed growing the talent pool to assist with technology projects.
- Environment (Dan Davis absent)
Covered under FIOF, but Lauren reported on environment projects completed.
Signage, painting, mats, bulletin boards, etc.
- Budget & Finance (Tom Zale)
Covered by Lauren
- Secretary (Jane Connell)

7. Home & School (Joe O'Neill was absent)
8. Parish Council (Michelle Frazier)
9. New Business
10. Closing Comments

Meeting adjourned at 9:16pm