

# SAC Meeting Minutes

## September 13, 2011

*The mission of the School Advisory Committee is to provide a structured forum for St. Regis school stakeholders to have a voice in the enrichment of our children's Catholic educational experience as part of St. Regis parish. Through fund raising and volunteerism, the SAC will support the spiritual, educational and emotional development of each child and will work collaboratively with the faculty with the common goal of making St. Regis a 'best in class' elementary school.*

### **Meeting led by:**

**Pastor:** Msgr. Kosanke

**Principal:** Chris Ciagne

**SAC President:** Tara Nodland

**SAC Vice-President:** Jen Simpson

### **I. Welcome/Prayer**

- Msgr. Kosanke led us in a prayer and made opening comments welcoming parents and faculty and explaining the new SAC structure.
- SAC will consist of a President, Vice President, Secretary and a class representative from each grade. The SAC will discuss relevant topics and the SAC members will vote on key issues. Although only the SAC members may vote, all parents are encouraged to attend.

### **II. SAC Class Representatives**

- The names of parents that expressed interest in being an SAC representative were placed in "a hat" and representatives were chosen.
- Congratulations to our 2011-2012 SAC Representatives:

**JK:** Jennifer Waechter

**Kindergarten:** Jennifer Gallagher

**1<sup>st</sup> Grade:** Katie Brown

**2<sup>nd</sup> Grade:** Christy Hanzel

**3<sup>rd</sup> Grade:** Zvezdana Martella

**4<sup>th</sup> Grade:** Kathy Brooks

**5<sup>th</sup> Grade:** Pam Kannehan

**6<sup>th</sup> Grade:** Alyson Brown (Mike)

**7<sup>th</sup> Grade:** Pat Parke

## **8<sup>th</sup> Grade:** Trudy Hoen

- For those of you that were not chosen, there will be many other opportunities to attend. Please keep coming to the meetings. Participation by **all** parents is important.
- At the October SAC Meeting, a Secretary will be chosen.
- Meeting minutes will be distributed 1-2 weeks following each SAC meeting.
- Roles and Responsibilities of SAC Representatives will be communicated prior to the next meeting.
- Anyone wishing to get a topic on the agenda of a future meeting, should contact their SAC Representative, Tara Nodland or Jen Simpson.

### **III. Review of 2011 Casino Night**

- Below is an overview of the financials for the 2011 Casino Night/Auction:

Gross Profit:	\$108,060
Expenses:	\$48,459
Net Profit:	\$61,658
- This includes \$4000 in receivables/monies not yet collected. Statements will be re-issued to those still owing money.
- Msgr Kosanke explained that although a commitment was made at a 2010 SAC meeting to spend auction profits to update the lower grade bathrooms and purchase books, the funds were redirected to the locker rooms. It is unclear to him what triggered this change.
- With this in mind, Msgr. Kosanke reviewed the original commitment to the parents and the imminent needs of the school and the following actions were taken:
  - o Auction funds were not spent on locker room improvements, which were \$20,000. Msgr. Kosanke suggested that the parish pay half and that the SAC consider paying half from this year's auction since the students benefited from the refurbishments but the showers were done for SOS. A decision will be made at the November meeting.
  - o \$22,000 was spent on the lower grade bathrooms. (\$12,000 was from the auction, \$8,000 from the Mom's and Dad's Club and \$2,000 from the parish.) Improvements ranged from paint to extensive plumbing repairs. (Note that Msgr. is following up with maintenance to address the restroom facilities that are currently out of order. These repairs will be paid for out of the school maintenance budget)
  - o Books were purchased to ensure that the materials for all grades/subjects are up to date. The total cost of books was \$69,071. Part of these costs was covered by

the remaining auction funds of \$49,000. Msgr. Kosanke suggested that the remaining \$20,000 for books come from part of this year's auction proceeds. (Note that an action was taken to investigate what the \$350 materials fee is used for and if any of this covers the cost of new books. Additionally, Msgr. indicated that he will be investigating the additional of a 'Books' line item to the school budget.)

- \$30,000 that was spent on technology is currently being investigated to validate these expenses and ensure they are being charged to the appropriate fund. (Note that it was raised by a parent that this line item is to pay for licensing costs and that this is something that the auction covers. Again this information is being validated and the appropriate actions will be taken).
- At the October SAC Meeting, SAC representatives will be identifying projects for spending 2012 Auction monies. Recommendations include:
  - Balance of the books
  - Updating remaining bathrooms
  - Contributing towards locker room improvements that are required for the parish SOS program but are beneficial to the school as well.
- Via the SAC. Parents will identify projects, the SAC will vote on these projects and these decisions will be honored.
- Other questions were raised about the state of the school and church finances. Msgr. communicated that there will be a meeting at the beginning of November with the school parents to discuss the state of the school Finances, which require improvement. All remaining financial questions will be tabled to this meeting.

#### **IV. 2012 Auction Planning**

- Megan Marderosian and Meg Stenger are co-chairs for the 2012 Auction
- Megan and Meg have worked extensively with Msgr. to do a cost comparison of having the auction at the gym vs. Birmingham Country Club. The results are as follows:
- Based on the cost comparison and other practical considerations (e.g. planning time remaining), Msgr. made a decision to stay with our current auction plans.
- The 2012 auction will be held on January 21<sup>st</sup> at the Birmingham Country Club. **St. Regis "Living on a Prayer"** will be an 80's themed event and will include:
  - The band Good Gravy as our headlining entertainment
  - Expanded Live and Silent Auctions in lieu of a casino night
- A proposal was made to require each family to donate (1) acquisition to the auction. Although we can't make this a requirement for the 2012 auction, we can strongly

encourage that each family do so. The approach will be finalized at the next SAC Meeting.

## **V. Accreditation**

- Mr. Ciagne described our accreditation requirements and plan
  - Every 7 years we are required to renew our accreditation
  - We are in the 6<sup>th</sup> year which requires us to create a report describing who we are
  - Next year we will host a validation team
  - We will be creating an Accreditation Steering Committee which will include 2 parents, teacher, faculty, etc.
  - This accreditation is very important. More information on the steering committee is forthcoming.
  - The faculty clarified that this accreditation is different from the state of Michigan core curriculum standards that we are required to follow. It was confirmed that we do follow the most updated core curriculum and that the accreditation includes many aspects including finances and facilities, not just academics.

## **VI. Rachel's Challenge**

- Kellie Berg has been working with Mr. Ciagne and Mary Grobbel to bring a program to our school called Rachel's Challenge.
- Rachel Scott was the first student killed in the tragedy at Columbine. In her journal, she had a personal challenge to set a chain reaction of kindness and compassion. This very moving and impactful program was developed in her memory.
- There will be 2 sessions – (1) for our St. Regis middle school students and (1) for parents of the St. Regis community and beyond.
- Both sessions will be held on October 4<sup>th</sup>
- Visit the Rachel's Challenge website for more information: [www.rachelschallenge.org](http://www.rachelschallenge.org)

## **VII. Strategic Planning**

- Msgr. Kosanke informed us that on November 12<sup>th</sup> there will be a parish assembly to kick off strategic planning
- Attendees will spend the day looking at where we want the parish to be in 5 years. The morning will be focused on Education, Facilities and Worship and the afternoon session will be focused on Stewardship and Christian Services.

- The results of these brainstorming sessions will be passed on to the strategic planning committee.

### **VIII. Open Forum**

- Question was posed regarding the results of our Iowa Testing and how we results compare to other schools/the archdiocese. Mr. Ciagne confirmed that the results were distributed annually at SAC meetings and are posted on the website. Other actions as a result of this discussion included:
  - o Attempting to present data in other formats for ease of understanding
  - o Investigating the possibility of obtaining additional data from the archdiocese
  - o Sue Leslie, Associate Superintendent, has told us that our scores are among the highest in the Archdiocese of Detroit.
  - o Gauge interest in an 'Iowa Testing 101' session for parents to better understand the data/results.

Msgr. Kosanke led us in a closing prayer. The next SAC meeting will be on October 11, 2011.