

Date: November 8, 2011
Time: 7:00 pm -8:30 pm
Location: St. Regis Library
Purpose: SAC Meeting

Attendees/Invitees

Name	✓	Capacity
Monsignor Chuck	✓	Pastor of St. Regis Parish
Chris Ciagne	✓	Principle
Tara Nodland	✓	President
Jen Simpson	✓	Vice President
Kristin Impastato	✓	Meeting Minutes
Jennifer Waecter	✓	JK Rep
Jennifer Gallagher	✓	KG Rep
Katie Brown	✓	1 st Grade Rep
Christy Hanzel	✓	2 nd Grade Rep
Zvezdana Martella	✓	3 rd Grade Rep
Kathy Brooks	✓	4 th Grade Rep
Pam Kanehann	✓	5 th Grade Rep
Alyson Brown		6 th Grade Rep
Pat Parke	✓	7 th Grade Rep
Carol Fix	✓	8 th Grade Rep

Agenda

1. Opening Prayer
2. Approval of October Minutes
 - a. Minutes Approved
3. Follow-up from October Meeting
 - a. Office is taking time every morning to call parents if child is marked absent and has not been called-in.
 - b. Reminder to parents to call-in your child absence, especially on Tuesday and Thursdays due to mass.
4. Fundraisers:
 - a. Bagel Fundraiser for Student Counsel
 - i. Asking approval to hold bagel sale
 - ii. VOTE-Approved
 - b. FOR" Friends of Rachel - Rachel's Challenge
 - i. Asking approval to sell bracelets to bring awareness. Proceeds will go towards skit supplies.
 - ii. VOTE-Approved
5. Accreditation Update –
 - a. 11/4 Teacher In-Service was provided to allow teachers time to work on accreditation, curriculum, and Monsignor Chuck met with the teachers.
 - b. A cross section of teacher-committees was formed to focus on topics of interest
 - c. 50 hours are banked for Staff Development days
6. Topics Brought Forward from Grade Level Representatives
 - a. Policy of tests coming home
 - i. Tests sent home for review and signature are not always returned.

- ii. Without the tests coming home, it is hard to gage where children went wrong and to encourage at-home help.
 - iii. A policy has been implemented in the middle-school, test sent home on Friday to be returned on Monday. This policy has been working well.
 - b. IOWA testing and homework policy
 - i. 3 weeks were devoted to IOWA testing this year to get used to the new format, next year 2 weeks will be devoted to IOWA testing.
 - ii. Discussion to hold-off on homework and tests during IOWA testing period or allow moderate amounts.
 - c. Authentic Christmas Decorations – Colonial Williams
 - i. Ask permission to sell - Moms make decorations and sell, proceeds from sale will go to reimburse the moms for their material costs any extra will go towards food, donuts, etc. This is not a fundraiser.
 - ii. VOTE-Approved
 - d. Lunch
 - i. Table Washing is being looked into.
 - ii. Lunch Prayer is said in homerooms
 - iii. If a lunch volunteer is unable to come, SUB list is called. When a volunteer is not present, the lunch ticket lines are longer, takes longer to get lunch not enough time to eat.
 - iv. No child should go without eating/finishing their lunch, children should be encouraged and reminded to tell a lunch room supervisor if they need more time to eat.
 - v. Discussion – takes a long time to get hot lunch ticket, then lunch (especially pizza days) and ultimately not enough time is left to eat.
 - vi. Suggestion: Distribute lunch tickets to classrooms prior to lunch, so kids can come right in, get their lunch and sit down to eat.
 - e. Recess Guards
 - i. Is there enough recess guards to monitor behavior and activities, especially the younger grades?
 - ii. 5 recess guards / 110 students
 - iii. Facility members are also on playground to handle situations that need addressing.
- 7. School Finances Update – Monsignor Chuck
 - a. Recap of Finance Meeting
 - i. Positive Feedback was received from the Finance meeting
 - ii. School Feedback – Not really an expense problem, rather a revenue problem
 - iii. In-parish / Out-parish Tuition – Impact – as people do not goto church, offertory is impacted.
 - iv. Offertory plus minimum contribution has been enough to offset subsidy to the school up until last year.
 - v. 2010 - \$330,000 shortfall
 - vi. 30% of families are not meeting their financial obligations to the parish, \$186,000 in the red as of June 2011
 - vii. Budget is developed in January, by the end of February budget will be completed.
 - viii. Parish School Families will be expected and accountable to make the minimum parish contribution if they want the in-parish rates.
 - b. Class Size
 - i. Grade 1-8 guidelines is 28
 - ii. High School guideline is 22
 - iii. Class Size has a direct impact on budget, Smaller class sizes will increase tuition
 - iv. \$400 per child goes towards
 - 1. \$150,000 for paraprofessionals
 - 2. \$50,000 playground guards
 - v. Admission Policy is being looked
 - vi. Who will make the ultimate decision on what the class size should be?
 - 1. Suggestion – Survey Monkey the school for suggestions and most acceptable solutions in-time for budget review development in January

2. Suggestion for 25 maximum class size to allow room for incoming parish families or current families with expected siblings.
 3. Suggestion – add another class (PODS) for the grades that are at or above capacity (ie. 2nd & 4th). Middle School Addition has not been at expected capacity. Teacher would move with the class. Special reading or math paraprofessionals to help with fuller classes.
 4. There is a waitlist (3-5) for 2nd and 4th grades
 5. Would/how would facilities (gym, lunch room, etc.) be impacted if another class was added?
- c. Teacher Salaries
 - i. Has been a few years since the last salary increase.
 - ii. 25% of teachers are Below the Archdiocese minimum
8. Auction Proceeds
- a. Finish Paying on Books \$20,000
 - b. Technology License Renewal (Laptops, etc.) \$20,000
 - c. Air Conditioning
 - i. Chris Meso - proposal to circulate the air in the school during the Hot months
 - d. Teacher Bonus \$10,000
 - i. Pay a bonus to teachers (25% of teachers) who are below the Archdiocese minimum to bring them to minimum for this year
 - e. Learning Enhancement \$10,000
 - i. Professional Development
 - ii. Virtual Fieldtrips
 - iii. Fulfill the needs to enhance learning engagement
 - f. Security – cameras &/or keyless entry - \$15,000 estimate
 - i. Do we have a breach of security or security issues? No, according to Ciagne
 - ii. Suggestion: Can security be address in phases? Phase 1=Keyless Entry / Phase 2=Cameras
 - g. Locker Room – some auction proceeds above expected \$75,000
 - h. Vote on Auction Proceeds
 - i. VOTE-PASSED
 - i. What will be the BUZZ / THEME for Auction?