

St. Robert School Advisory Commission

Meeting Agenda

January 8, 2020

6:00 p.m., Room 207 of School

Meeting called to order at 6:05 pm by Chair Marguerite Hammes

Members present:

Marguerite Hammes, SAC Committee Chair

Lauren Beckmann, Principal

Joe Cincotta, Policy Committee Chair

John Van Rooy, Environment/Buildings & Ground Committee Chair

Krystia Nora, H&S Liaison

Carl Cahill, Marketing and Recruitment Committee Chair

Jennifer Kloehn, Development Committee Chair

Susan Sprenger, Education and Formation Committee Chair

Kristi Felber, Marketing and Engagement Director

Lara Hau, SAC Secretary

Members not present:

Kathlyn Fletcher, Engagement Committee Chair

Dan Wycklendt, Budget and Finance Committee Chair

Jake Hansen, Parish Council Liaison

Father Ray

Approval of the Minutes: The December minutes and summary version approved

1. Principal's Report

- a. Signed a contract for new software to replace the current that will allow integration of our school needs (alumni relations, student information systems, donor information, point of inquiry, email marketing, parish stewardship database, event planning, etc...), and potentially the needs of the parish too.
- b. Internet access point project is almost finished.
- c. Arrowsmith follow-up meeting with Rep, from Arrowsmith will be scheduled
- d. SNSP proposal and presentation will be on the agenda for next meeting.
- e. Discussion of logistics for joint mass during catholic schools week (to be at Dominican HS)
- f. Changing the date of the State of the School to increase advance notice and attendance
- g. New staff person Brianna Andree began part-time in January as the administrative assistant.

2. Sub-Committee Reports

Education and Formation (Susan Sprenger)

The 3rd and final meeting of the SNSP taskforce will be 01/14/20 and then in February will bring a recommendation before the SAC. Decision to expand the SNSP program will be in March. DPI's SNSP training is in June of 2020.

Policy (Joe Cincotta)

Raised and confirmed process for review of EOP.

Plans to have Policy Chair attend meeting of staff safety team meeting to identify any needed policy review items

Discussion and approval of developing a description of position of Volunteer IT overseer

Engagement (Kathlyn Fletcher)

1. Chair to continue to meet with Room Parents to maintain connections and new ideas
2. Volunteering. Continue to review and evaluate how we use Volunteers
3. Discussion of how Host Family program is working how to strengthen
4. Discussion of Fall Social and other community building events and economic issues related
5. Recommendation made to have K4 & K5 families get early access to volunteer sign-up.
6. Recommendation made to have a parent rep at a taste of Kindergarten to help explain the volunteering and help them register.

Marketing and Recruitment (Carl Cahill)

1. Kristi Felber presented the marketing & recruitment tool for parents to use before the Open House Pancake Breakfast on January 26, 2020, in order to maximize the potential for new families to attend.
2. Agree to get Open House toolkit out to all parents.
3. Recommendation made to get test scores posted and include a small piece in the State of the School Meeting that discusses what our curriculum is, and how it is different and meaningful.

Development (Jennifer Kloehn)

Annual fund contributions coming in and good progress towards goal as of 12/31/2019.

SRS is moving forward with Blackbaud cloud-based software due to the generous contribution of a donor.

Environment/Building & Grounds (John Van Rooy)

Parish approved the structural engineer's proposed fee to do the evaluation of the structure of the subterranean transformer vault.

Budget & Finance (Dan Wycklendt)

No report this month

Home & School Liaison (Krystia Nora)

Discussion of topics discussed at recent Home and School meeting. Issue focused on budget and the cost/benefit analysis on whether to continue doing concessions at the Brewers games. Looking into other ideas. Decision made to use \$20k from paddle raise for the new classroom books.

3. Old Business

The program to bring Chinese middle school students to SRS set aside in part Wisconsin Department of Public Instruction has moved away from Project Lead the Way is in full swing. Last year, the robotics kits were on back order and we had to borrow older models from Shorewood. SRS got our own new kits this year for the 8th grade. The goal is to add the biomedical class for 7th grade, and then add a 6th grade class next year.

Meeting Adjourned 7:38 pm. Minutes compiled by Lara Hau. Summary by J Cincotta.