

St. Robert School Advisory Commission

Minutes from January 14th, 2026

Present:

Lucas Stangler, Principal
Katherine Murray, Member/Chair/Marketing Committee Chair
Meg Pasternak, Member/Development Committee Chair
Jacqueline Prater, Member, Secretary
Kristin Hansen, Member
JoAnne Reardon, Member
Kristin Merry, Member
Dan Wycklendt, Finance Council Liaison
Caitlin Martell, Home and School Association Liaison
Scott Waggoner, Parish Council Liaison
Anne Jackson, Member
Fr. Enrique Hernandez, Pastor

Not Present:

David Clark, Member
David Borowski, Athletic Board Liaison
Kevin Casper, Member

OPEN SESSION

1. Call to Order and opening prayer at 6:05 PM
2. Principal's report
 - Currently 252 enrolled. 3 newly enrolled students since Christmas break.
 - Ms. Powers' long term sub position has not had any applicants as of yet.
Discussion of how to source interested candidates.
3. Review of Strategic Plan
 - The Strategic Plan is complete and ready to be shared with the school community. Community will be notified that Strategic Plan updates are provided at monthly SAC meetings and will be given the link to SAC minutes.
4. Open House/Catholic Schools Week
 - Catholic Schools Week Mass on Sunday Jan. 25th- guests are invited into the gym after mass. There will be a short presentation by Lucas, a 4k/5k teacher

presentation, and a school tour. As of now, we have 8 families registered for the Open House.

5. Review of Strategic Plan 2025-2026 Initiatives:

- Virtue Program- going well, implemented.
- Communication Plan- No material progress to share.
- Balance Budget/Fundraising- No updates on Stewardship, Annual/Excellence Funds, and Scholarship at this time. The point we are at with the system transition is PushPay (payment processing) and ParishStaq (database) are not yet mirrored - meaning there is giving in both that is not reflected in the other. We are also waiting for the final upload of giving from Oct. 15th-Dec 31st from PDS & Raiser's Edge to ParishStaq. The mirroring will happen soon after the final upload is complete. All of this is working towards getting 2025 giving statements out by the end of the month.

Once we get through these final stages of transition, Sarah Pandl will easily be able to provide monthly reports on all of those revenue sources.

One update to share now: We have been able to increase our grant funding this year. We've received or been approved for the following grants.

\$10,000 - School Marketing

\$23,000 - Technology: Replace Teacher Computers & Software Expenses (while transitioning systems)

\$25,000 - Technology: Safety Purposes

\$10,000 - Literacy

\$75,000 - Counselor (Salary & Benefits for 2025-26 School Year)

CLOSED SESSION – SAC Members and Liaisons

6. New and Ongoing Business

- Enrollment Process and Timing: Open enrollment Feb. 9th- Mar. 8th for returning families. For next year, consider moving the current family window into Jan. so new families can register right at Open House.
- Class Sizes and Staffing: Decisions will be made after the Feb 9th - Mar 8th enrollment window is closed in order to communicate earlier to parents.

- State of the School: The date needs to change to Wednesday, March 25th. The presentation will follow the same framework as 2025 State of School with presentations to

7. Committee Reports

Marketing Committee (Katherine Murray)

- Jennifer LaMacchia assisting with leadership on marketing committee.
- Open House is the primary focus.

Development Committee (Meg Pasternak)

- \$1,250 Parish Commitment deadline has passed. Sarah working with Lucas and Fr. Enrique to ensure parishioners are moved to non-parishioner rates.
- Fiscal year 2025 tax documentation and thank you is in progress.
- Auction efforts are well underway with approximately \$20,000 secured in sponsorships.
- An Annual Report is being drafted to continue to re-engage alumni donor base.

8. Liaison Reports

Dan Wycklendt- Finance

- Special Budgetary Committee meets Jan. 20th.
- Tuition will likely increase for the '26-27 school year. Working towards the same tuition rate for 4K-2, 2-5, 6-8.

Caitlin Martell- Home and School

- Stock the Bar party was successful on January 10th.
- Red Envelope Fund was successful with participation by the majority of school families.

Dave Borowski- Athletics

- No liaison

Scott Waggoner - Pastoral Council

- Ash Wednesday is February 18th

9. Pastor's Comments: None

10. Closing Prayer:

Meeting Adjourned at 8:45pm