

Saint Katharine Drexel Parish School  
School Advisory Commission Minutes  
12/13/2022  
6:15 pm

**Attendees:**

Father Will, Principal Tina Ellefson, Mark Roedl (Chair), Angela Zwald (Vice-Chair), Sarah Bindl (Secretary), Adam White, Marybeth Schessow, Sara Beecher, Jennifer Wendorf

Not in attendance: John Bowser

Guests: None

**Call to Order:**

Mark Roedl called the meeting to order at 6:18 pm.

**Opening Prayer:**

Opening prayer was led by Fr. Will.

**Introduction of Guests:**

None

**Approval of Minutes:**

Sara Beecher made a motion to approve the November minutes followed by Jennifer Wendorf.

**Pastor's Report - Father Will**

- Father shared we are in the season of Advent and there is a lot going on in the parish and school. He is currently working through the school confessions. Father shared information he has received from the Archdiocese about the Catholic Schools Dinner at the Wisconsin Center in Milwaukee. It will take place on Tuesday, March 7th. The event includes a pep rally. The purpose is to raise money for grants for The Catholic School Program. We can send an ambassador from

our school to represent SKDS. Sponsorship opportunities include \$10,000 VIP, \$5,000, \$2,000, \$200 for individual seats.

- The possibility of hiring an outside marketing company was discussed as we currently do not have the staffing for the social media and website demands.

## Principal's Report - Tina Ellefson

- On Tuesday, November 29 the teachers received their first professional development session with Katie Moder from Cesa 6 on the topic of student engagement for all. This was our first session of two with Katie. During our session, Katie spent time having us reflect on what current strategies we already use to engage students, reviewed the average attention span of a typical student depending on his/her age, and provided us with some examples of easy ways to engage all learners in our classrooms. I will be setting up our second session with Kaite for sometime after the New Year.
- Accreditation Self-Study Update: The student surveys have all been given and returned, but I have not looked at them yet. I sent you all the link for your survey. We have our check-in with the Archdiocese coming up on the 12th of January. During that check-in my team and I will be looking at where we are in the process and making sure we are on schedule for having the self-study completed by the end of June.
- On December 6 and 7 Chris Kelly and I attended the PREPaRE workshop at the Archdiocese. This workshop is meant for school counselors and school leaders that would be required to provide immediate mental health crisis interventions to students, staff, and school community members who are exposed to a traumatic event. The training was very intense, but worth the two days. Our next goal is to share what we learned with the rest of the faculty and staff, so we all can be prepared.
- Advent is full swing at school and there is so much happening in all the different classrooms. Here is a full list of everything going on in the school. [Advent](#)

- In the last month we have gotten three new students, raising our enrollment to 192.
  - preschooler
  - 5th grader
  - 4th grader
- On December 14th our Preschoolers and 4K students will have their Christmas programs in the morning. Then on December 15th our Kindergarten-Eighth graders will have their Christmas program. They will have two programs again this year, our daytime program is at 1:30 and our evening program is at 6:30.

### **Pastoral Council - Liaison update - John Bowser/Mark Roedl** **Pastoral Council Notes**

- No Pastoral Council meeting held in December

### **Finance - Liaison update - John Bowser/Mark Roedl**

- Saint Katharine Drexel Parish Finance Council met on November 15th.
- Very little in terms of school discussion
- Long-term planning underway between Janice and Interquest for IT services over the next 5-7 years (Parish and School)
- Buttons will be added to the existing [SKD Giving Page](#) so people can donate directly, online, to SKDS general fund, Band Guild, Athletics, and Endowment Fund

### **Stewardship Committee - Liaison update - Sara Beecher**

Mass Hero Sign Up Form - forms were sent home in the family folder to request children participation in various Mass ministries. Two forms were returned for children Mass greeters. Paul Kennedy and the Liturgy committee will discuss this ministry at their next meeting.

Volunteer Appreciation and Stewardship financial renewal weekend - A "year in review" Parish report was written regarding all of the hard work that the Parish and various service groups have accomplished

over the past year. Slices of pie and apple cider were served after each Mass. Pie was provided by Marion Huettner of Edith's.

### **Advent Events**

**Art as Prayer-** Kris Schumacher from Art on the Town led a beautiful manger painting on a board. The paintings turned out great!

**Cookie Exchange and Christmas Music Concert** - Cookies were exchanged and shared after 8 and 10 Mass on December 11th. SKDS Band students entertained Parishioners after the 8 Mass. A big thank you to Kim Lopas who organized the student performances. The adult choir entertained after the 10 Mass. It was a fun way to celebrate the Joyful Third Sunday of Advent.

**SCRIP focus for Stewardship-Rebranding** SCRIP to be an All Parish and School stewardship fundraising opportunity. More to come on this as we develop the SCRIP marketing program.

## **Committee Reports**

### **Overview of Committees - Mark Roedl**

- We are making progress in regards to developing high-functioning committees where all chairs understand the objectives, priorities, vision, and hierarchy of the committees they serve.

### **Marketing - Mark Roedl**

- Mark Roedl will focus on the marketing committee in the upcoming months. Mark is going to follow up with people of interest. It may be best to inquire with an outside source again for this position or for professional development in this area.

### **Fundraising Update - Marybeth Schessow**

- **FSC Meeting 12.1.22**

Mark Roedl and Tina Ellefson were invited to join the FSC meeting on 12.1.22. Mark reviewed the function and structure of the sub-committee in regards to the updated operational norms. Unfortunately only two of the six members were present. Mark is working on a report that can be

distributed to the group so they understand FSC's purpose and expectations.

- *Fall into Fun! 2023*

An announcement will be going into the church bulletin after the first of the year in search of a *Fall into Fun!* Chairperson. Marybeth is willing to do it again, but if someone feels called to serve in this capacity, that would be great.

- **Scrip Marketing Meeting 12.8.22**

Mark, Marybeth, Sara Beecher, and Allison Seufzer met to discuss the updated operational norms and the impact to the Scrip program. Sara, Kristy Piotrowski and their group will discuss ideas for various marketing ideas to increase the Scrip program.

- Glitz Report (submitted to Marybeth & Tina) from Vicki Valdez-Hafenstein -

—Current Status:

- Emcee has been confirmed (Mike Throndsen)
- Auctioneer has been confirmed (Donnie Bleigh)
- Much of the communication pieces have been drafted by various team members and are in final review with the group.
  - Thanks to Tina for including our blurb in the school page for the upcoming bulletin!
- Menu options have been selected and will be finalized on Monday with Old Hickory
- Catholic Financial has confirmed that they are submitting for a \$500 match donation and will need to have 5 of their members involved in our event
- Current team count: 11 active members + 5 incoming from Catholic Financial to help with onsite set up needs/attend the gala.

—Next Steps:

- By Monday, you will have several communication pieces to review. We are requesting your time and attention to have these reviewed and

feedback/approval provided by Tuesday noon so that we can have appropriate pieces included in the SKDS family folders this week

- Donation letter to SKDS Families
- Donation letter to businesses and parishioners
- Teacher Basket informational letter
- Glitz Booklet cover layout
- Next Glitz meeting will be held on Wednesday, Dec. 14 at 6:30pm via Zoom. You are welcome to join, and please know that you are optional so attend based on your availability:

Time: Dec 14, 2022 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us05web.zoom.us/j/83295562231?pwd=MXc3ZkhFbjBFUGRraH9jbWRyVUdwZz09>

Meeting ID: 832 9556 2231

Passcode: skdsglitz

#### Long Range Planning Goals - Angela Zwald

- No update - the next meeting will take place on January 12th

#### Home & School Update

- Mark Roedl & Tina Ellefson will be discussing the chair transition as Jenny Merrill will no longer be serving in the chair position.

#### Band Guild Update - Marybeth Schessow

- \$2500 was donated from the BD Community Foundation to purchase new stands.
- The cookie dough sale profited approximately \$1100.

#### Safety Update - Mark Roedl

No update

#### Unfinished Business

- Patty and Tina compiled a list of items that are in need of being completed such as IT issues, start of the year tasks, Go Guardian, Power School, website updates, updating contact lists, Smart Board

maintenance, and food service hours. As a SAC we will work to drive solutions for these high-priority tasks. The discussion on the need for additional food service hours and compensation for our lunch coordinator will be taken to the finance council.

- DPI Report Card - We will continue to learn more about the data that is presented on the report card.

### **Closing Prayer:**

Father Will led us in closing prayer.

### **Adjournment:**

Jennifer Wendorf made a motion to adjourn the meeting followed by Angela Zwald.