

Saint Katharine Drexel Parish School  
School Advisory Commission Minutes  
1/10/2023  
6:15 pm

**Attendees:**

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

Not in attendance: John Bowser, Adam White

Guests: Janie Garcia

**Call to Order:**

Mark Roedl called the meeting to order at 6:19 pm.

**Opening Prayer:**

Opening prayer was led by Mark Roedl.

**Introduction of Guests:**

Janie Garcia - SKDS Parent

**Approval of Minutes:**

Jennifer Wendorf made a motion to approve the December minutes followed by Mark Roedl.

**Good News**

Sara Beecher mentioned how well attended the basketball games were last Friday night! Father Will watched Home Alone with the 5th graders during their classroom party and had a great time! Mrs. Ellefson said she got a lot of positive feedback about the Christmas program this year.

## Pastor's Report - Father Will

Father Will shared he had the Love One Another pew weekend this past weekend. The parish brought in about 10%. Father plans to write a letter to school families asking for their support with the campaign.

Parishes are encouraged to have a table at the Catholic schools dinner event on Tuesday, March 7th.

Father will be participating in the Leap of Faith on January 31st at 11:00 am! This is similar to the Polar Plunge.

## Principal's Report - Tina Ellefson

- On December 14th our Preschoolers and 4K students had their Christmas programs in the morning. Then on December 15th our Kindergarten-Eighth graders had their Christmas program. We had two programs this year, our daytime program was at 1:30 and our evening program was at 6:30. Both programs went really well and were well attended. I received a lot of positive feedback about the students, Brad and Kim.
- On Thursday, January 12 the accreditation team and I will be having our self-study check-in with the Arch. During this check-in we will be making sure we are on target to have the self-study completed by the end of June.
- The classroom Christmas parties were postponed this year due to the snow day on Thursday, December 22. The teachers rescheduled the parties to Friday, January 6th. Miss Crombie continued the tradition this year of having the eighth graders plan and run the Christmas party activities for the kindergarten through third grade homerooms.
- The sensory walk/path for the gym lobby area that we purchased with the Catholic Schools Walk money arrived over Christmas break and will be installed soon. We are just flattening all the pieces before we install it. I will be sharing photos of it once it is completed.
- I have also reached out to Paige Rohr about our matching funds from the walk money and she is hoping to get those sent out to schools by the end

of the month. She just returned from maternity leave. Once I receive the check I will share that amount with you.

- Catholic Schools Week is from January 28-February 4 this year. The staff is busy working on planning all the events for the week. Once those are finalized, I will be sharing them with families. Jenny Wendof and Mark Roedl will collaborate on the chili supper kick-off for Catholic Schools Week.

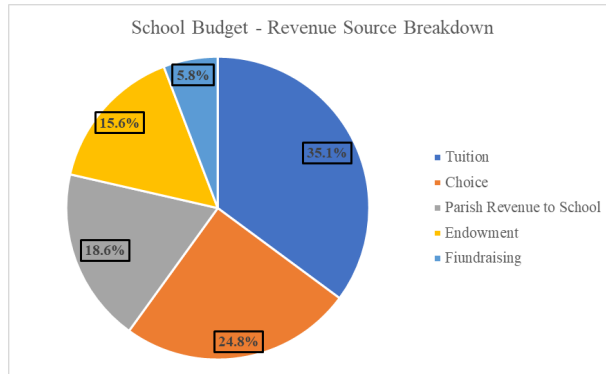
### **Pastoral Council - Liaison update - John Bowser**

- Saint Katharine Drexel Parish Pastoral Council met on January 3rd
- Notes from SAC December meeting were shared with the Council
- No follow-up questions were asked from Pastoral Council members were brought up
- Majority of discussion was on the Lifelong Formation program. The use of SKDS classrooms for Wednesday religious education classes was discussed. Pre-pandemic, most grades' classes were held in classrooms, currently they are not.

### **Finance - Liaison update - John Bowser**

- Saint Katharine Drexel Parish Finance Council met on December 20th.
- Father Will brought up issues discussed at December SAC meeting, including school lunch personnel time and administrative time for Choice
- We are awaiting a budget from InterQuest for iT services

Below is a figure with a breakdown of where the funding for SKDS comes from for the 2022-23.



## Stewardship Committee - Liaison update - Sara Beecher

The committee has been working on the January parish newsletter. The group is scheduled to meet later this month.

## Committee Reports

### Overview of Committees - Mark Roedl

- The operational norms for the School Advisory Commission have been updated on the school website. In addition, Mark added the SKD Parish and School organizational structure to the website.

### Marketing - Mark Roedl

- The marketing committee is our newest committee. We are currently looking for volunteers. The SAC has been tasked with brainstorming a list of names of people who may do well in this role.

### Fundraising Update - Marybeth Schessow

#### • **FSC Meetings**

The January and February 2023 meetings have been canceled. March 2nd is the next scheduled Fundraising Sub-Committee meeting.

- **Chairpersons for each Fundraising Group**

Football Mania - Marybeth Schessow

Catholic Schools Walk - Sarah Bindl

*Fall into Fun!* - TBD

Glitz - Vicki Valdez-Hafenstein

Scrip - Allison Seufzer & Sara Beecher

Day of Giving - ?

- *Fall into Fun! 2023*

An announcement has been published in the church bulletin in search of a *Fall into Fun!* 2023 Chairperson.

- **Scrip Marketing - submitted by Sara Beecher 1.3.22**

Initial next steps are to create a logo, update the Scrip flyers and create banners for the Northex Scrip table along with an additional banner in the Scrip office. I will inquire about a marketing budget for the banners. The goal is to accomplish these items by the end of February.

I will also work with the Stewardship committee to see when a Scrip informational weekend can occur. Likely after the March Stewardship renewal weekend and Easter. Maybe looking at the end of April (might be a good time for Spring and Summer projects).

- **Scrip Office Updates**

Scripmas 2021 sold \$3,410 and this year we were down \$789 to \$2,621 in sales.

Current Scrip sales to date \$17,639. Budget \$32,000.

From Allison Seufzer -

We are on target to meet our yearly goal of \$32K.

Thanks to White Construction whose Christmas purchases netted us an additional \$2100 in one week!

27 families have signed up for the tuition rebate

- 21 have made local purchases
- 6 are active online
- Combined they have earned approximately \$1800 for the parish

77 Families are registered online with RaiseRight

- 14 have made purchases in the fiscal year.
- This does not include 8/10 families that received a free reloadable Kwik Trip card from the Open House in Aug and still have not created an online account

Walgreens is back, Walkers is back, I am stocking Pizza Ranch (sold all 4 at church this weekend)

- **Glitz Report - submitted by Vicki Valdez-Hafenstein 1.8.22**

Current Status:

- **OUTREACH:** Team is working on outreach to businesses and individuals for auction items, advertising and general donations. We have the large majority of the list

covered by Glitz members, but I believe Sarah and Sara may put out an ask to SAC in case anyone has close ties to a potential donor and would like to help in that way.

- PROMOTION: Flyers went home this week to SKDS families, were included in the January parishioner mailing by SKDP and notices included in the bulletin and narthex. The event FB page is set up and actively promoting sponsors and auction items with content being shared on SKDP, SKDS, Alumni and individual social pages.
- FACULTY: All teachers are actively working on basket donations from their classrooms and we have requested a deadline on final faculty event registrations of 1/13.
- EVENT EXECUTION: All food has been confirmed with Old Hickory
- REGISTRANTS: As of 1/10, there are 30 registered to attend Glitz. Old Hickory will need final numbers no later than February 1st.

#### Next Steps:

- Team is meeting again on Thursday, Jan. 12 and all outreach has been requested to be done or in progress by that point.
- Old Hickory site visit is being planned by several members to determine the event set up.
- Promotion will continue on FB, bulletin and through school to increase our registration numbers and incoming donations/advertising.

#### Long Range Planning - Angela Zwald

- No update

#### Home & School Update

- Expectations need to be set for how the committee operates. Every parent and staff member needs to be aware that they are all part of this committee. There should be very little fundraising involved. The goals are to create a greater appreciation of Catholic education, to encourage good communication between teachers, parents, SAC, and the parish in general, to promote enrollment in SKD Parish School, and to organize projects to raise funds which can assist with the school programs and activities. The transition to a new chair will be happening soon and a meeting will take place to discuss the expectations.

#### Band Guild Update

- No update

#### Safety Update - Mark Roedl

- No update

### Unfinished Business

- Many hands make light work: We need to determine whether we are in need of additional volunteers or additional staffing/hours due to a great deal of changes that have occurred that have left us understaffed in many areas. Working efficiently and making adjustments is going to be the key moving forward. This will be an ongoing discussion based on feedback from Tina and Father about the needs of the parish and school.
- Mark has been engaging more with the Endowment Committee. The committee is working on their bylaws and the goal is for there to be a set amount going into the fund each year. The Endowment is one of five main funding sources for the school.

### Closing Prayer:

Father Will led us in closing prayer.

### Adjournment:

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