



305 Fredonia Ave  
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### **DSCS Advisory Commission Meeting Minutes**

April 12, 2021 – 6:00 pm

Opening Prayer read by Lynn at 6:05

School Mission Statement read by Tim at 6:05

Accounting of Members Present – Tim Dubey, Lynn Sauer, Jodi Keller, Vicki Malueg, Rich Schwab, Lisa Fellenz, Mary Hamm, Cathy Cuppan, Andy Paulus and Kent Schueller.

Approval of March minutes through email

### **Principal Report: April 12<sup>th</sup>, 2021**

#### **WCSA Goals Update**

- **5.6 - (Current goal)** *We have an established Education Committee, a supportive Parish Council, and a well-organized Learning Support Team. Improvements can be made in training, formation, and self-evaluation of committee members.*
- **7.7 / 7.9 / 8.5 - (Current goal)**
  - Visiting team noticed a lack of school-wide, classroom, and individual assessments
  - Limited evidence of individual classroom teachers using data to drive instruction
  - Acknowledged we have inconsistent faculty collaboration with above and below grade level teachers
  - Staff needs to continue professional development and documentation of effective instruction, cultural sensitivity and gospel values
  - Adding the AIMS testing to grades 5k-8th grade will help us to collect effective data.
- **7.5 / 9.2 - (Current goal)** *Visiting team noted a need for more character education and teacher professional development to address individual student needs*
- **10.7 - (Current goal)** *We found we were lacking in giving information out to parents on how to save for their child's Catholic education.*
- **13.2 - (Current goal)** *We do not have a formal enrollment management plan.*

#### **Academics:**

- IOWA Basic Testing Grades 3,5,7 have been completed and we have mailed them in.
- Report Cards went home March 15th.

#### **Staff Professional Learning Community (PLC):**

- Our current staff initiatives remain: Mindfulness for students and staff, standards-based grading and aligning assessments to the standards, Emergency Operations Plan work.
- Our PLC Meeting for all staff is this week Wednesday. Our focus will be on The Circle of Grace Safeguarding information and our EOP.
- We are waiting to hear back about the Bruce Krier grant. This grant focused on meeting individual student needs. It addresses four areas: Virtual Learning, ADHD/Flexible Seating, Social Emotional/ Mindfulness Needs & Individual Academic Needs. We will find out in May if we will be awarded this grant.

#### **Building & Grounds:**

- Carla Schommer continues to work on her outdoor classroom thanks to the Bruce Krier grant of \$36,000. Ordering and installation will continue now that she has returned from maternity leave.
- The 4k door is scheduled to be replaced soon. A volunteer will be doing the work.
- The water bottle filler outside of the 4k classroom will be installed soon.



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**Personnel:**

- We will be hiring a part-time maintenance worker to help with school and parish matters.
- Amy Dubey will be reducing her hours to part time starting next year. She will continue to teach math to grades 5th-8th. An announcement has been made to the employees of DSCS. This will create a full-time position for teaching science, religion and social studies to our middle school students. We do have one employee interested in the position. Anna Sauer will be interviewing with the Leadership Team soon to see if she will be a fit for the position. Anna is graduating from St. Norbert College in May with an elementary and middle school teaching degree. Anna has been an employee with DSCS for several years in our Summer Care program.

**School Safety:**

- The staff continues our work with the Emergency Operations Plan.
- Safety Gates will be installed this summer
- The batteries in all of our WAVE alert system emergency buttons have been replaced

**SOAR Back- Covid-19:**

- The mask requirement will remain in place.
- All of the staff members who wanted to register for a vaccine were able to do so. Most have had their second and are fully vaccinated.

**Marketing:**

- Birthday Cards: April 2021 – 6 Birthday Cards
- Baptism Folders: 0 Baptism Folders sent for March 2021
- Newspaper Ad: Continuing to run playdate ad
- Marketing Expenses/Purchases: Belgium Easter Egg Hunt Candy- Amazon- \$87.00

**Mission & Catholic Identity:**

- Our monthly prayer services help us to grow in our faith. Last month we were growing in forgiveness. In September we focused on growing in kindness. In October we focused on growing compassion. In November our focus was on growing in prayer. In December we worked on growing in patience. In January we grew in hope and in February we grew in love. In April we will be growing in Faithfulness.
- Our Food Collection on March 30th for the Port Washington Food Pantry was a huge success! Thank you to all who donated.
- We have collected many aluminum cans for Sister Jo and her work in Texas. Special thanks to the Paulus/Schommer family for storing them. We will be turning them in on Earth day.
- We collected many items for the Cathedral Center in Milwaukee. Their focus is on helping women and children who are in need. It was a great partner collection with Religious Education.
- We were able to have Adoration on Friday, March 26th.
- We made a journey to Calvary with our all-school Lenten study. Each day we heard about a new symbol to help us grow in our faith and understanding.



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- The 5th-8th grade students led the school in the Stations of the Cross on March 11th & March 25th. Our 4th graders presented a Living Stations of the Cross on Holy Thursday.
- On March 29th We met in Church as a whole school for a palm procession to get Holy Week started.
- On Thursday afternoon, April 1<sup>st</sup> met as a school for a special Holy Week activity.

**Enrollment for 2020-2021: 103 Enrolled**

**So Far Enrollment for 2021-2022: 89 enrolled, 22 Waiting to hear back from**

Other Committee Reports (see attached subcommittee report)

- Scrip - Mary
- R&R- Lynn
- Barbeque - Lisa – Need a chair. Possibly no chair, brainstormed other ways to raise the money. Combine the calendar raffle with the big raffle but make more money. Try to get one calendar ticket to sell to replace the two raffles.
- Fish Fry - Andy
- Calendar of Cash - Jodi
- Parish Council Rep. - Madonne
- OLL Finance - Rich
- PTA - Mary
- Technology - Vicki

### **Old Business:**

Finish Advisory Commission Plans for 2021-2022 (goal setting) – filling in at the end or next month.

### **New Business:**

- Process for Profit/Loss documents – all filled in. Scrip and Flower Sale will be filled in in May.
- Survey for families – work on questions for the next survey – send out in May.
- 2021-2022 School Calendar – reviewed the draft. Advisory Board meeting on 8/30 and PtA on 9/7. No Advisory meeting in September. BBQ Bonanza paired up with the Catholic Schools Walk. Set the PtA meetings and the Fish Fry dates.
- Check with Hal if he can haul the playground chips from Sheboygan when he has a truck coming back.
- Assess the need for new members on the commission based on terms

Lynn Sauer – Principal

Vicki Malueg – Staff

Jodi Keller – OLL & School Representative – Term 2017-2020 (2<sup>nd</sup> term) – All through in June 2021

Jen Eischen – OLL & School Representative – Term 2018-2021 (2<sup>nd</sup> term) – All through in June 2021



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Madonne Rauch – DS Parish Representative – Term 2016-2019 through 2021 (1<sup>st</sup> term) – All through in June 2021

Jessica Eischen – OLL & School Representative – Term 2018-2021 (1<sup>st</sup> term) – 2<sup>nd</sup> term would begin July 2021 - 2024

Tim Dubey – School Representative – Term 2018-2021 (1<sup>st</sup> term) – 2<sup>nd</sup> term would begin July 2021 - 2024

Rich Schwab – OLL Finance Representative – Term 2018-2021 (1<sup>st</sup> term) – 2<sup>nd</sup> term would begin July 2021 – 2024

Kent Schueller – School Representative – Term 2019-2022 (1<sup>st</sup> term)

Hal Steffen – School Representative – Term 2020-2023 (1<sup>st</sup> term)

Andy Paulus – Fish Fry Chair

Lisa Fellenz – PtA Secretary/Fish Fry (new Secretary begins July 2021)

Cathy Cuppan – PtA Treasurer 2019-2022 (1<sup>st</sup> term)

Mary Hamm – PtA President Term 2017-2020 (1<sup>st</sup> term) – currently in 2<sup>nd</sup> term 2020-2023

**2021-2024 term – looking for 2 more OLL/School Representatives & 1 DS Parish Representative**

**Closing Prayer**