** 305 Fredonia Ave**

**DSCS Advisory Board Meeting Minutes**

May 13, 2019 – 7:00 pm

Call Meeting to Order/Members in attendance: Lynn Sauer, Vicki Malueg, Don Walter, Jodi Keller, Mary Hamm, Lisa Fellenz, Jen Eischen, Jessi Eischen, Madonne Rauch, Tim Dubey, Rich Schwab, Mindy Tesker, Dave Robinson, Andy Paulus and Kent Schueller

Opening Prayer & Mission Statement read by all at 7:02.

Approval of March Minutes motion made by Jen Eischen and 2nd by Mary Hamm.

Old Business:

* Update on kitchen renovation plans – there will be a meeting next week with the electrician, Jim Eischen, Lynn Sauer, and the Fish Fry committee.
* Review Advisory Board & Parish Council Retreat
  + Tim reviewed with the group the 4 perspectives we discussed to learn more about collaboration within the school, parishes, and pastoral and finance council. Those who attended enjoyed the retreat and the presentation.
  + Key takeaways were making sure everyone is contributing, finding everyone’s strengths, and when you do disagree, it is with the idea, not the person. Madonne will share the handout with the group.
* Auction Committee Chairperson status update – no chair yet. Lisa is starting it by setting up a meeting, but we need to find someone. Janine and Cathy are heading up donations.

New Business:

* New Advisory Board member discernment/discussion – Kent Schueller has agreed to join the board beginning in September.
* 2019/20 fundraising events
  + Fish Fry dates & commitments
    - Option 1: 2/21, 3/6, 3/20, 4/3, 4/17 (first and last not in lent, 20th is beginning of spring break)
    - Option 2: 2/21, 3/6, 3/13, 4/3, 4/17 (instead of the 20th it’s the 13th)
    - Option 1 was chosen – we will celebrate the kickoff to spring break on March 20th. We also liked that this was every other week.
    - 5 shifts per family. Bylaws will reflect the shift count per year decided upon at the September meeting.
  + Determine which other events are needed:
    - Possibly rotate between pizzas and calendars every other year.
    - January can be a pizza, beef jerky and dips
    - No flower sales no football mania
* Open floor for Board Member discussion/new business
  + Reviewed balance sheet for PtA
  + Teacher wish list and safety committee list all has been approved in the amount of $3800.
* Committee Reports –
  + Fish Fry – nothing to report
  + Scrip – Top 5 families earned more than $107 each.
  + PtA – meeting tomorrow
  + OLL Finance Council Rep. – Worked out a formula for school support. $2355 per student. 32 kids from RL, so that is what they’ll plan on for 2019-2020. 3-year average, then will eventually go to a 5-year plan.
  + Parish Council Rep. – 27 people discerned for the parish council in May. Getting ready for the picnic to welcome Father Gideon. First mass is the 23rd. Father Todd’s last mass is on the 9th. Luncheon at the Five Pillars. Father Neil will be here Father’s Day weekend.
  + Technology – Took old iPads and returned them to Apple and received a $750 credit from Apple. Received the grant, but now we have to fill out a form to show how it was all spent. Eric and Vicki will be putting in a server over the summer. Working on updating the MS Office.
  + R&R – Profit from the Beer and Wine was $3877 and will be used to cover grants and scholarships. Hoops Mania made over $4000.

**Principal Report**

**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
* **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 results are back and are being reviewed by our staff members. They will be sent home with report cards.
* Preparing for Standards Based grading will be a focus for our staff and students during the 2019-2020 school year
* Phase 1 in reviewing Reading/LA Curriculum continues
* We are still waiting to hear about the Bruce Krier Grant to help pay for a STEM Lab and STEM learning materials for the entire school. We will know more later this month. Please say a prayer!  - Just heard back tonight that we did receive the grant in the amount of $25,660.85!! STEM = Science, Technology, Engineering and Math. The money will go towards CAD items, 3D printer, hands on things, and the training for the science teachers!!

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

* Our leadership team met on May 10th to work on documenting our WCSA goals and work on establishing our goals for the 2019-2020.
* Our leadership team will attend a School Improvement Planning meeting on May 21st in West Bend.
* Official observations are complete in most classrooms. These observations include a pre-meeting and a post-meeting to discuss outcomes. All teachers will also be making appointments with me to go over his/her Teacher Effectiveness Review for the 2018-19 school year.

**Building & Grounds**

* All of the lights in the school have been replaced with energy efficient LED lights.
* Eric Masengarb continues to help with our technology needs and is finishing the camera install which was paid for with the second round School Safety Grant.
* The window in the math and science room upstairs needs to be replaced soon. The request has been made to Building and Grounds and Bob Lallensack is working on it.
* The kitchen remodel is our largest project this summer. We are looking forward to the updates thanks to Jim Eischen and Lamont and Mary Jane Lukens. Other funds to help with the cost came from the Football Mania sales and the proceeds from one of our fish fries. All totaled, there was about $8,000 collected between the two. Jen Eischen, Andy Paulus, Lisa Fellenz and Mary Hamm have volunteered to be the committee who will be working on the kitchen remodel. They will be reporting to myself on behalf of the school and to Bob Lallensack on behalf of building and grounds and the parish.

**Personnel:**

* Contracts have been given out and all have been returned.
* Work agreements for our support staff went out and most have been returned.
* Dawn Goodno will not be returning for the 2019-2020 school year. We will be looking to hire a part-time Reading Specialist.

**School Safety**

* The School Safety Committee met on May 9th
* We held our Tornado Drill on April 12th. Students and staff did a great job, and all went well.
* On Tuesday, April 23rd we practiced a fire drill from the church. We took a few minutes to discuss how it would work and which classes would exit where. We then practiced exiting the church. This was logged as one of our fire drills for April.
* One of our requested items to help improve school safety is a hand-held radio system for the staff. We also want to provide each classroom with stop the bleed kits, a barrier for the playground on the church side, a new sliding gate for the main parking lot entrance as well as gates for the elevator on each floor. Eventually we would like to replace the interior doors on each level of the school so that we are able to block off levels of the school as needed.

**Mission & Catholic Identity**

* Our yearly theme is: *Here I am Lord.* Each month we have selected a focus word to help us build good Christian character. So far, we have worked on showing kindness, being responsible, being holy, showing patience, being determined, showing love, showing forgiveness, and showing gratitude. May is “Here I am Lord to Be Courageous”.
* During Lent we were able to collect jeans for the Food Pantry, aluminum cans for Sister Jo in Texas, pop tops for Children’s Hospital, Food for the Food Pantry and Hygiene items for St. Ben’s in Milwaukee.
* We also created paper flowers and our students delivered them to Forest Haven Nursing Home and another assisted living center in Fredonia.
* Our Second Graders made their First Communion on April 28th and on May 7th they helped to crown Mary.

**Tuition Increase:**

**Finance Council approved the 2019-20 budget, which included a tuition increase of $100.**

**2019-20 Tuition**

**Full-time:**

**$2,200 - 1st child**

**$2,000 - 2nd child**

**$1,900 - 3rd child**

**Part-time:**

**$1,650 - 1st child**

**$1,500 - 2nd child**

**$1,425 - 3rd child**

**The increase comes to an extra $8.33 per month for a 1-child family / $16.67/mo. for a 2-child family / $25/mo. for a 3-child family.**

**Enrollment for 2018-19:**  99

**Enrollment for 2019-2020** **so far:** 76 officially enrolled, waiting for responses from: 16

Motion to Adjourn made by Lisa Fellenz and 2nd by Jen Eischen at 8:40.

Closing Prayer

***Thank you everyone for your dedication throughout the year. Have a blessed and fun-filled Summer!***