**DSCS Advisory Commission Meeting Minutes**

January 13th, 2020 – 7:00 pm

Opening Prayer read by all at 7:05

Read School Mission Statement at 7:05

Members Present: Lynn Sauer, Don Walter, Vicki Malueg, Elene Paulus, Mary Hamm, Lisa Fellenz, Andy Paulus, Rich Schwab, Madonne Rauch, Jodi Keller, Kent Schueller, Tim Dubey, Jen Eischen and Jessi Eischen

Approval of December Minutes – motion made by Don Walter and 2nd by Tim Dubey.

New Business:

* Committee Budgeting Process/Form
  + Forms were sent to the group electronically. Each fundraiser will have their own Profit & Loss Statement. Lynn is going to check with Terri on the Scrip form for how often it should be handed in.
  + The PtA Financial Report form will be discussed with Susan Urbaniak.
* 2020/21 PtA Meeting discussion on cutting back fundraisers or possibly adding a fee to tuition

1. Dollar amount added to tuition to cover fundraising

2. Eliminate fundraisers and add refundable fee for calendar/raffle tickets

3. Scaled back version of auction but need people to step up

DSCS Fall Fundraiser

* Committee Reports –
  + Fish Fry
    - Budget Update on pre-proportioned fish – price is lower than we thought
    - Lisa is working with a rep to lock in the price so we don’t have to store it
    - Raffles at each fish fry
    - Other items (sour cream, tarter, etc.) are lower than we thought
  + Dinner Auction
  + Scrip – December sales were $40,913 and profit was $1915! Checking balance is $28,182, current inventory is $14,495.
  + PTA
    - Vision for 2020/21 – Mary Hamm
    - 3 events, mainstream, work with staff on school on activity calendars. Do fun things for the kids throughout the year – Trunk or Treat, Spring Dance, etc.
  + OLL Finance – Budget planning is coming. Rich will share the school’s financial status. Extend a thank-you for the advent giving tree – the school really appreciated it!
  + Parish Council Rep. - Coffee with Father is moved from Feb 9th to Feb 16th
  + Technology – Laptop is purchased for downstairs. That Man is You will be notified. All of the upstairs chromebooks are working with AIMSweb. Moby Math fee is increasing but we are working at going down on the program to keep the fee.
  + R&R – Process of adding new restaurants in the area to add to the letter. 100 Mile Marker & Diego’s on 57 and a new Mexican restaurant in Cedar Grove (Casa de Melda). Bada Bing has new owners from our parish, so will reach out to them. Fork & Tap. Asking them to bring food to serve or they can give us food and we will serve it for them. Hand out invitations at mass. Hoops Mania tickets will be ordered for marketing initiatives.

Principal Update:

**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**

* AIMSweb Testing will take place for the second time this year starting in February. As a staff we will use the data to better inform instruction and support student needs.
* Report Cards for 2nd quarter will go home January 27th
* Parent Teacher Conferences will be the week of February 10th
* Iowa Basic Testing for grades 3, 5 & 7 will take place in February

**Staff Professional Learning Community (PLC)**

* We have a teacher in-service on January 17th. Our teachers will be working on school safety initiatives.
* The teachers are working on setting STEM goals and completing the teacher training. All of our teachers who teach science will be STEM certified.
* Our 3k-5k will focus on developing and maintaining a play-based classroom environment.
* Our teachers will continue their work on creating a SBG Gradebook as part of our PLC meetings in January & February. We will also work on SBG for Math and creating tools to help identify important standards in each grade level.
* Faith Formation for our staff continues with a book study titled: *Fruited*

**Building & Grounds**

* The door handle for the 5k room has been replaced because it was broken.  We have obtained an estimate to replace all of the door handles on our main floor.
* Mrs. Schommer’s room was painted white over the Christmas Break
* Steve Knetter is helping to fix the playground entrance door and the door by the church.
* I have requested that a speaker and drop ceiling be put into the Art room. It is being considered by the parish.
* All classrooms using any type of extension cords have been replacing them with powerstrips at the request of the Fredonia Fire Department inspection report. Catholic Mutual is also requesting the use of powerstrips for all items plugged in to protect from power surges. This is underway.

**Personnel**

* Staffing remains the same
* We have an HR review from the Archdiocese on January 23rd

**School Safety**

* The School Safety Committee will meet in January to resume our work on updating the school EOP.
* We did not have a December Fire Drill. We hope to have 2 in January. We will also practice exiting from the lunchroom.
* The new gate is a must for the safety of our students and staff. Don Walter has someone looking into the cost.

**Marketing**

* 1 Birthday Card and 1 Baptism Packet were sent since our last report
* Open House Ads in Press and Sounder, Electronic sign Ad at Fredonia and Belgium Village Hall, Electronic sign Ad at PWSB
* Popcorn Handouts for Catholic Schools Week
* Catholic Schools Week Events:
  + January 26th- Singing & Catholic Schools Week Breakfast following 10:00 Mass at Holy Cross
  + January 27th- Culvers Day - Saukville Culvers- Bring the DSCS slip with you
  + January 28th- Day of Giving for DSCS- Donate through Facebook, Twitter or at the school or parish offices
  + January 29th- Open House & Dinner- 5:30-7:00
  + February 2nd- Singing at OLL Mass

**Mission & Catholic Identity**

* Our yearly theme is: ***Soar with the Spirit****.* This month we are focused on being responsible
* We have been reading our “Soar Sightings” to highlight the ways our DSCS students are SOARing (*Strive to Shine, Own Your* *Words and Actions, Always be Prepared & Respect God’s Creation)*
* Our 5th/6th graders and 5k students visited Forest Haven right before Christmas Break.
* Mrs. Schommer worked with Lud Miller to revive the “Keep Christ in Christmas” Poster contest. The winners received SCRIP cards and then the students decided how to donate the rest of the money to a worthy cause.
* The 5th & 6th graders presented The Stations of the Nativity the week before Christmas break.
* The students participated in a Christmas Spirit Week Dec. 16th -20th
* We had a float in the Belgium Christmas parade and handed out glow sticks.
* The students presented two great Christmas concerts on December 12th and sang during Mass at Holy Cross on December 8th.
* DSCS students mailed cards and cookies to those serving in the military at the beginning of December.
* Our Baby Shower for Mary was very successful

**Athletics**

* We have sent out information about forming teams for Boys Volleyball. All DSCS students in grades 5th-8th can play. Also, any boys in DS or OLL Religious Education programs are eligible to play.

**Enrollment for 2019-2020:** 93-We welcomed a new 3k student right before Christmas

Closing Prayer read by all at 8:55

Meeting adjourned at 8:55 by Jessi Eischen and 2nd by Elene Paulus

# A Blessed Advent and Merry Christmas to you and your families!

### 