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**305 Fredonia Ave**

**DSCS Education Committee Meeting Minutes**

May 14th, 2018 – 7:00 pm

Opening Prayer read by all at 7:03.

Mission Statement read by all at 7:05.

Members Present: Vicki Malueg, Madonne Rauch, Dave Robinson, Lynn Sauer, Jodi Keller, Rich Schwab, Tim Dubey, Jen Eischen, Don Walter, Jessi Eischen, Lisa Fellenz, Mary Hamm, Mindy Tesker, Eric Schmitz, Elene Paulus

Approval of February minutes motion to approve made via email by Jennifer Eischen, 2nd by Don Walter.

Approval of April Minutes – motion to approve by Jen Eischen and 2nd by Don Walter.

Old Business

* Beer and Wine Event numbers – we brought in $5,083 this year with 149 in attendance which is an increase over last year. The grants awarded were $5,200.

New Business

* Review of various budget/fund items
  + Update of Endowment Fund – we replaced what we gave out. Parish would like to see the school families to invest some time into building that up. An annual fund would be beneficial if promoted appropriately.
  + 2017-18 Home & School Budget Update – Fish Fry’s were a little higher profit this year with the same # of events, the snack sale brought in $2281 this year. Scrip is around $9000 profit. We still have some expenses to be paid.
  + 2018-19 Home & School Budget Planning – Taking out the Class party fund and having it as an “as needed basis”. Possibly putting a video together to help the 3K room parent mom or putting a guide together. Tables and chairs will be added as a budget line item for the future. Next school year is the Madison Field trip with the 3rd-7th graders. Coach bus will be budgeted (around $1000+). Wish list items are around $3100.
  + Technology Account Numbers Update – Balance is $9023 and with projected expenses of $10,775, there will be a shortage of $1751. If the grant comes through, it will free up $6000 of the budget! This grant would be for one to one device!!
* Selecting Fundraising Events for 2018-19:
  + Fish Fry dates set for next year
  + Scrip is continuing
  + Auction is all set – October 13th
  + Bring back the Pizza Sale
  + Football Mania – June to September with possible profit of $14,000. $14 a ticket. Runs the whole football season. 1 in 16 chances to win. Earmarking this for a kitchen update.
  + Technology raffle runs in November-January with winners in March/April
  + Hoopsmania is for R&R around $3500 profit
  + Beer & Wine is for R&R
  + That’s My Pan is on-going for the fundraisers.
  + Snack sale with Kewaskum meats and Beef Jerky – sell in March with delivery in May.
    - Snack sale update: 247 Beef Jerky, 202 dips, 169 popcorn, Beef sticks 121, sausage 77, string cheese 81. Highest profit was from the dips.
* Kitchen update – dishwasher and sinks. Estimate around $18-$20K. Mary and Jen are getting quotes for Plumbing and Electrical which is above and beyond this amount. Email discussion and updates will be done throughout the summer in regard to how the Football Mania tickets are being sold.
* Rebranding the Education Committee effective immediately – *Advisory Board*
* New Member Addition to the Advisory Board. Tom Kiley, Arch representative, advised us that all the chairs from the various committees be included in these monthly meetings.
  + Fish Fry Chair – Andy Paulus
  + Dinner Auction Chair – Cathy Cuppan
  + Scrip Chair – Mary Hamm or Jessi Eischen
  + Home & School Treasurer – TBD on Tuesday
  + Our Lady of the Lakes Finance Council Representative – Rich Schwab
* Teacher wish list items discussed. Approx. $3100 for this year. Jen Eischen did get donations to have lines painted in the parking lot.
* School Safety Plan Discussion – Grant Update
  + Alert System – estimate submitted for $18,000.
  + Numbering exterior doors, interior doors & potentially windows
    - On floor plan it is numbered. We need to physically number all the doors. Door frames on the interior. Exterior numbers must go in order. This should be done as soon as school is out for the summer.
  + Formation of a School Safety Committee for 2018-19 – Building and Grounds have gone back to the Parish, but we need a group discussing the safety of the school with a priority list together with an action plan.
* Focus for Advisory Board in the 2018-19 school year
  + Strategic Planning – Tom was great last month. Would like to invite him back next year when more people are available. Retreat/Off-Campus discussion for several hours is a goal. Would like to have it together by the end of next school year.
  + Adjustment of Advisory Board bylaws - Will be discussed/reviewed in September

Technology Update:

* Gary – disposed of old computers for me – pulled hard drives to be shredded.
* Computer Room

Wanted to maximize space in the room – used for many purposes

Talked with all teachers involved to make it most useful to all

Adding another projector

Rearrange computers to get more open floor space

* Summer projects

Teacher computers to be updated

Students computers replaced

White boards replace in 3 classrooms

Eric Masengarb helped me replace ‘Pluto’ NAS shared storage system

Upgrading our internet coming into the building - eRate

eRate bidding for rewiring 1st floor

If we get the grant (May 22) busy setting up devices for a 1:1

If we don’t get the grant – busy spreading the money as far as possible.

Looking at 2nd floor model Chromebook charging carts for deal

Getting more Chromebooks

Looking at iPad situation – current iPads are 4 years old and only have 20

Recruitment and Retention Update – No update. Looking for volunteers for next year!

**Principal Report**

**WCSA Goals Update**

* We continue to review and make progress toward several of our WCSA goals in Domains A,B,C,&D
* Our Leadership Team will be working on collecting the data we need to submit to prove that we are making progress on our school goals. We have a meeting May 23rd at the Arch and on May 25th we will be working here at school to complete the necessary paperwork.

**Academics**.

* Iowa Basics Testing results have been returned. Our staff will be using them this Wednesday as we conduct a Data Carousel. We will be looking for areas of growth and also for areas that may need improvement.

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

* We will continue to use our PLC meetings to map the curriculum. At our last PLC meeting we selected our Reading and Language Arts priority standards. We will continue to work on this important task. Future topics: curriculum planning and vertical alignment, unit planning, essential questions

**Finances**

* Review School Budget numbers tonight
* Review the Home & School numbers
* Review Endowment Information

**Building & Grounds**

* Gary, Eugene and Bob are working on cleaning out the old woods room so that it can be used as an art room. On May 14th Gary had a few volunteers haul items to the Recycling Day and he took a load of items to the Ozaukee County Hazardous Waste Collection Day

**Personnel**

* We still need to hire a part-time employee for Summer Care. This person must be at least 18 years old.
* Mrs. Falk will be leaving us, so, we will need to hire a 3rd grade teacher
* We are looking for a part-time music teacher as well
* We are also looking for a morning care person/support staff

**School Safety**

* Fire Drills are up to date and our Tornado Drill went well.
* We have 2 more intruder drills for the year. We have 1 scheduled for this Thursday.
* CPR training from Aurora went very well for both our staff and our 7th graders. Aurora graciously taught it free of charge.
* We are very close to completing a safety grant to obtain state money to support school safety. We are requesting an alert system which was recommended by the Ozaukee Sheriff's Office. The application process is complicated; however, Holly is doing an amazing job navigating it for our school. We need to complete a few more narratives together and then we will be ready to submit. The deadline is June 8th.

**Long Range Plan**

* The Advisory Committee’s focus for next school year is to work to put together a 3 to 5-year long range plan.

**Enrollment for 2018-19**

* Enrollment forms have gone out to current families. We have 85 students officially enrolled for next year. We are waiting on a few more enrollment forms from current students.

Closing Prayer read by all at 8:45. Meeting adjourned at 8:47.