

St. Gregory the Great Parish & School School Commission Monthly Meeting

Meeting Date: *November 13, 2018*

Attendance (*bolded names indicate presence at meeting*):

M. Gutierrez **J. Kovesky** **Fr. T. Demse** **J. Krostag** John Farney
Y. Lasky **A. Schlegel** J. Senn

1. Prayer: *Fr. Tom distributed the 175th Anniversary Archdiocese of Milwaukee Prayer Card that was prayed out loud by all.*

2. November Meeting Minutes:

S.C. September meeting minutes were reviewed and approved. Three edits to the S.C. October meeting minutes were recommended: School Report Card will be held for a later date, The S.C. meeting dates have been added to the weekly calendar and not the “parish” calendar, & the S.C. November meeting was changed from 11/20 to 11/13. An edited S.C. October meeting minutes document will be resent to the commission members.

3. Pastor’s Report:

- A. The Blessing of the playground immediately followed the school Halloween costume parade on October 26th.
- B. Capitol Improvements are being evaluated for summer of 2019 implementation.
- C. The Facilities committee held their November meeting and discussed replacements of the following items for capitol improvements: 1st floor asbestos tiles, Church air-conditioning, & the school windows.
- D. Fr. Tom will be retiring in June. The Pastoral Council and staff will meet in January and/or February for the council of Priest placement. St. Gregory’s will be “open listed” to allow all Pastors the opportunity to apply. At this time, the new Pastor will not be the Pastor for both St. Gregory’s and Our Lady of Lourdes.
- E. On March 29th, a school collaboration discussion will be held at the Archbishop Cousins Center.
- F. The Christian Women will no longer run the rummage sale. Fr. Tom suggested that maybe the Home and School Association can take over the rummage sale.

3. Commission Action Items:

A. Upcoming Events

- Boo Bash was a well attended community event on the 19th and fun was had by all. Thank you to Stephany Sloan and Gloria Frick for their hard work as chairpersons along with the many other volunteers.
- Students practiced lockdown and A.L.I.C.E. drills as part of the crisis plan as required for the safety grant. Students followed directions, took action, and stayed calm. Drills will be periodically held throughout the year. The school crisis plan must be submitted to the Archdiocese and DPI in order for security grant eligibility.

3. Commission Action Items Continued:

- Usually in February, the Archdiocese requires schools to work with deanery on standard based grading for trauma response schools.

- Risk assessment was done and must be performed every three years as part of the Choice audit. Catholic Mutual requires schools to complete and annually review the Indoor Environmental Quality Management Plan, Employees' right to know (the Hazard Communication Standard), Asbestos Management Plan, etc.

4. Principal's Report:

- A. *Enrollment Update:* Enrollment remains at 248.
- B. *Budget:* The financial summary that consisted of September 2018 YTD Budget and YTD Actual was distributed and discussed. New textbooks should be purchased next school year. Bookends income vs. Bookends expenses were discussed. The Security line item displays the cost of the newly installed cameras and the ALERT Training.
- C. *Staff Update:* No update on staff to report.
- D. *The Vision of St. Gregory the Great Parish School:* The four page document that identifies the nine vision areas and “start to integration” dates was distributed and will be discussed at a later date.

5. Parish Pastoral Council Update:

- Barb Wilk is the new Chairperson and Mary Gentile is the new Vice Chairperson. Their positions became effective as of the October Pastoral Council meeting.
- Parish financials and the Parish festival funds are pending. This may resolved this month (November).
- The SVDP Food Drive was discussed. Food can be dropped off in the Parish Office through the end of the month.

6. New Business/Old Business:

- No new business or old business was discussed as Amy and Yolande had to leave in order to attend the Pastoral Council meeting.

8. Open Discussion/Additional Items:

- No Open Discussion/Additional Items were discussed.

The meeting concluded at 6:58 PM. These minutes are not verbatim. School Commission members are encouraged to make any corrections and email back to Mike Gutierrez for updating.

NEXT MEETING: January 15, 2019 – 6:00 PM

Respectfully Submitted,
Mike Gutierrez
School Commission