

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

Meeting Date: *March 21st, 2017*

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

J. Ballard	M. Gutierrez	J. Kovnesky	J. Krostag
Y. Lasky	A. Schlegel	J. Senn	M. Wejrowski
Fr. T. Demse			

1. Prayer: Led by A. Schlegel

2. Past Minutes: January and February minutes were handed out; AS made a motion to accept the minutes; both January and February minutes are approved. (*handout*)

3. Fr. Tom: Budget Issues: (FPD) It is budget time, and Fr. Tom, Amy and Patty have been working on budgeting. Progress is being made.

A. Major renovation items include:

1. Flat roof over Bookends/children's area – needs to be torn off/replaced
2. Repairing/filling in the cracks on the paved parking lot
3. Signage improvements (to alleviate current confusion)

4. Commission Action Items:

A. Review/Update “Final” Draft of Bylaws:

1. Changes:

- a) 3.1: change “an” to “a” (ie., “...to perform duties of a School Commission member, without good reason.”)
- b) 4.2.d: add... “Suggested guidelines for membership should take into consideration the skills and talents of the current Commission as well as the skills and talents of potential members.”
- c) 4.2.b: delete: “one of the members on the Nomination Task Force Liaison or by...”
- d) ARTICLE IV: MEETINGS: delete the “s” on “...may be called by the chairpersons...”
- e) ARTICLE IV: MEETINGS: Add sentence after second sentence (ie. “Special meetings may be called by the chairperson when needed. All schedule changes require 48 hours’ notice to all Commission members.”)
- f) ARTICLE V: OFFICERS: Add sentence in 1.a... “The chairperson shall preside at all regular and special meetings of the School Commission. The chairperson will prepare an agenda for the upcoming meeting. The chairperson shall serve as official point of contact for all communication.”

B. Review Self-Accreditation: Domain B - Standards #5 & 6: (*handouts – Guidelines for Interpreting & Scoring Benchmarks*)

1. General information...

- a. Every benchmark needs to have “Required Comments/Concerns/Conclusions” (bottom/left of benchmark page)
 - b. Different benchmarks have different “required” levels of proficiency (see “cross” symbol)
 - c. S.C. members will be interviewed by accreditation team to determine both our familiarity *and* or knowledge of the application of our mission/bylaws/standards/etc.
2. Reviewed and discussed our interpretation of, current practice within and artifacts for Benchmarks 5.1, 5.2

C. Upcoming Events:

1. 3rd quarter ends – 3/30/17
2. Just started Forward Testing this week – new component involving text analysis/comparing/contrasting; this year’s test scores will be published in our DPI State Report Card (this will include *all* students grades 3-8....we’ve had no opt-outs)
3. MAP Testing will occur after Spring Break

5. Principal’s Report:

A. Enrollment Update: (*handout*)

1. Current enrollment for 2017-18 school year = 255 students
 - a. K4/K5 = 24 students capped
 - b. Budget allows for 7 (5.5 hrs./day) and 1 8 hr./day (for K4)
 - c. 7th gr. = totally full

B. Budget Update:

1. February Budget summary (*handout*)
 - a. Bookends’ intake does not cover 100% of its costs
 - b. Discussion regarding looking into state funding/licensure to subsidize this (would mean state certification, staff licensing requirements, etc.)
 - c. Another option would be to tap into the Choice funding for after school snack options (this involves meeting several DPI documentation requirements)
 - d. Ultimately, pursuing one or both of these funding avenues would allow a greater segment of our population to be served and utilize these childcare services, and so exploring our potential involvement in these programs supports the mission of St. Greg’s.
 - e. Commission agreed to move forward in pursuit of involving St. Greg’s in one or both of these programs.

C. Staff Update:

1. Letters of Intent all were returned by every teacher
2. April 12th = contracts to go out
3. Amy’s staffing budget proposal has been submitted to Patty/Fr. Tom

6. Parish Council Update:

- A. Cindy B. is expected to return to work in May!

- B. Cathy Luty will be helping to organize the liturgies for Sundays and Holy Week
- C. Tim Wallbach (sp?) will be doing his pastoral work here at our parish this summer; most of his hours will be spent visiting hospitalized and homebound
- D. Budget will go to Finance and then Pastoral Council at the April meeting
- E. Efforts are being made to send follow up letters to newly registered families attempting to target their specific areas of interest.
- F. Fr. Bill (OLOL) is planning on retiring in June; further details should be available in May

- Next Meeting: **Tuesday, April 25, 2017 at 6:00 PM**

Respectfully Submitted,
Jess Ballard
School Commission