

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

Meeting Date: *March 19, 2019*

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

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

The following individual was a guest and potential School Commission member for next year: Ed Slapczynski. Mr Slapczynski was provided information on the responsibilities of SC members and the vision and mission of the School Commission.

1. Prayer: *Amy Schlegel read The 175th Anniversary Archdiocese of Milwaukee Prayer Card.*

2. November Meeting Minutes:

S.C. February meeting minutes were reviewed and approved.

3. Commission Action Items:

A. Upcoming Events

- March 25th is the date for the Spring Social. H&R Block will provide ice cream.
- A half-day conference “Planning for the Future of Catholic Schools” will be held by the Archdiocese on March 29th. Several “Breakout Sessions” will be available to attendees.

4. Principal’s Report:

- Enrollment Update:* Enrollment for 2019-2020 was distributed. Currently, 168 students are enrolled for next year with a potential for another 61 students which would bring total enrollment to 229.
- Budget:* The financial summary that consisted of February 2019 YTD Budget and YTD Actual was distributed and discussed. Amy provided breakdowns of Hot Lunch and Bookends. Amy informed SC members that Choice funds cannot be used for Bookends to offset the entire costs from the school’s operating budget as Bookends is not “Educational Program.” Approximately 30 - 40% of the student population utilizes Bookends. Regarding the student lunch program, questions arose between lunch income vs. lunch expense. Food is provided by Sodexo. Amy will obtain more information from Jean Dery for next month’s meeting. The proposed 2019-2020 Budget was also distributed. Of the 229 total student enrollment for next year, 88% will be Choice students.
- Staffing:* All letters of Intent were received by Amy from staff and faculty. Vacancies for next year will be; 8th grade teacher, Communications Specialist & grade 4 instructional aide.
- Miscellaneous:* Forward testing for grades 3 - 8 has begun. Testing is going well and continue up to Easter Break. The last round of MAP testing will occur following Easter Break. An ALICE Lockdown drill occurred on March 14 and was successful. Several drills have also been performed on the playground and those have been successful as well.

5. Parish Pastoral Council Update:

- New Pastor:* The new Pastor will be known in early June.

- B. *12 Hours of Reconciliation:* St. Gregory's parishioners are encouraged to attend the 12 Hours of Reconciliation at St. Mary's Parish of Hales Corners. This will take place on April 10, from 8:00 AM to 8:00 PM.
- C. *175th Anniversary of the Archdiocese of Milwaukee:* The celebration of the 175th Anniversary of the Archdiocese of Milwaukee will be held on May 4th. A Celebration/Parade and Mass will be held and St. Gregory's will participate.
- D. *School Endowment:* School Endowment funds have been reestablished with approximately 100K earmarked for the benefit of students of St. Gregory's. The funds have been invested with the Catholic Mutual Group.
- E. *Pastoral Council Discernment:* Pastoral Council Discernment is scheduled for May 14 at 7:00 PM. New Council members begin in June and are encouraged to serve a 3 year commitment.
- F. *Director of Formation:* The Director of Formation position has been posted. This is a full time position. Responsibilities include but are not limited to; Reconciliation, 1st Communion, Confirmation and Lighthouse.
- G. *New Employee:* Rich Medina has been hired to fill the vacancy in the Maintenance Department.

6. New Business:

- A. Marquette University's Institute for Catholic Leadership Department will be conducting "Catholic School Board and Governance Formation Sessions." The sessions can be tailored to meet individual schools needs. Thomas Kiely is the Marquette University contact person for scheduling and information.

7. Old Business:

- A. Mike Gutierrez will edit the document that defines School Commission members roles and expectations and will send the draft to Jeff and Amy for their review and input.

8. Open Discussion:

- A. Coakley Bros. Moving Company will be moving out all furniture and other items from all first floor rooms on June 17th in preparation of the first floor tile replacement project. The project and the moving back of the furniture and other items back to the rooms should occur within 6 weeks.

The meeting concluded at 7:42PM. These minutes are not verbatim. School Commission members are encouraged to make any corrections and email back to Mike Gutierrez for updating.

NEXT MEETING: April 16, 2019 – 6:00 PM

Respectfully Submitted,

Mike Gutierrez

School Commission