

**St. Gregory the Great Parish School**  
**School Commission Meeting Minutes**  
**May 16, 2016 – 6:00 p.m. – Great Room**

**Attendance**

*Members Present:* John Farney, John Krostag, Jeff Senn, Amy Schlegel, (Jess Ballard)

*Excused:* Joey Kovnesky, Beth O'Connor, Mary Wejrowski, (Mike Gutierrez)

**1. Prayer**

Lead by Amy Schlegel

**2. April Minutes**

Minutes from the April School Commission meeting were distributed, reviewed and approved.

**3. Principal's Report/Open Discussion**

A. *Parent Survey* – 39 family responses (approximately 11 submitted after deadline)

1. Possible reason for low response rate = not in Spanish
  - a. Trends/Concerns
    - i. Class sizes
    - ii. Lack of volunteerism
    - iii. Academic rigor (ie. High school prep)
    - iv. Administrative presence/leadership
    - v. Mid-year staff change
  - b. Next steps?
    - i. Townhall Meeting
      1. CHALLENGE: fitting into schedule/calendar
    - ii. Principal Video Address
      1. CHALLENGE: not as personal; Q & A format more challenging
    - iii. DECISION: Townhall Meeting would be more positively received...will focus on "school improvement plans"

B. *Ministry Handbook* - Information Profile for School Commission needed (Beth O'Connor)

1. Tabled for when Beth is present (she has template)
2. John – will email Beth re: this (to check if this can be done via email)

C. *Enrollment* – There will be one classroom per grade level for the upcoming school year

1. School can only have two classes per grade level if 50 students per grade enrolled
2. Currently 5.5 aid positions slated for next year

D. *Volunteerism* – Continued decrease in overall volunteer numbers/involvement

1. Was discussed back in January when Fr. Tom was present at S.C. meeting
2. Known it is an ongoing problem

3. Looking for volunteer to translate school documents into Spanish until Spanish instructor is hired

*E. School Commission By-Laws*

1. Last reviewed 4-5 years ago
2. Next fall, new S.C. group should review/read through them

*F. School Improvement Plans*

1. (Per Amy) – Arch requires three school improvement goals; all of ours expired this year
2. Three goals deal with:
  - a. Catholic Identity
  - b. Core Curriculum/Literacy
  - c. School-Specific Focus
3. Our new goals are:
  - a ...to increase the visual aspects & practices of our faith within our school community
  - b...to implement a K4-8<sup>th</sup> grade literacy program that is consistent and promotes continued growth (ie. Daily 5)
  - c....to use MAP Data to direct instruction for all students to gain 1.5 years' growth

**(Reference Note: “RIT Score = the number of your MAP Score”)**

*G. School Accreditation Self-Study Process for WRISA (WI Religious Instruction Schools Accreditation)*

1. Accrediting Body – 7 year cycle
2. Next year = our self-study year (178 days, 2 inservice days for planning)
3. Steering Committee (Amy, Margaret, Mona & Gayle Dahl) = went to Arch to prep for next year's self-study
4. National Standards = four domains on which to focus – have standards with benchmarks
  - a. For each standard, the school self-rates; if we say “proficient,” we need artifacts demonstrating proficiency
  - b. if we do not self-rate as proficient, we need an improvement plan

NEXT MEETING: June 21<sup>st</sup>, 2016 – John Farney's house (end of year celebration)

Respectfully Submitted,  
Jess Ballard  
School Commission