**St. Gregory the Great Parish & School**

**School Commission Monthly Meeting**

**Meeting Date**: September 20th 2022

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

Fr. T. Budde **A. Schlegel** **B. Atkinson L. Garcia**

 **L. Ortiz** K. Douglas M. Jakubiak

1. **Prayer:** Amy Schlegel led the prayer.
2. **Meeting Minutes:** No minutes to approve, since there was no meeting in August 2022.
3. **Commission Action Items:**

**Upcoming Events**

1. Currently Map Testing in grades 1st-8th.
2. 1st Board Meeting to be held on September 27th via Zoom. Currently there are no board members.
3. In the upcoming week, the entire school will be having its 1st Fire drill this school year.
4. Make-up/Re-take picture day will be on Tuesday October 4th.
5. Mandatory Parent/Teacher Conferences will be on October 13th & October 14th.
6. Soles Walk will be on October 15th. The Madrinas will be organizing this event. Event will take place at St. Greg’s from 10am-12pm. A taco truck and Popsicle vendor will be present during the event for anyone who would like to purchase food/treats.
7. Accreditation due October 1st.
8. Exemplary Recognition will need to be renewed by the end of the 2022-2023 school year, application is due January 2023.
9. **Principal’s Report**:
10. ***Budget****:* Reviewed the approved school budget for July 2022-June 2023
11. ***Enrollment****:* 174 students enrolled for the 2022-2023 school year. Possibly 2 more students to be enrolled in October during the Choice enrollment period.
12. ***Staffing****:* Laura Bruno will be stepping down from the Administrative Assistant role. On Oct. 3rd 2022, Sofia Alvarado will be the new Administrative Assistant. Laura will be training her.
13. **Parish Pastoral Council Update:** No update. No parish liaison at the moment.
14. **New Business:**
	1. The School Commission does not have a chairperson at the moment.
	2. Lilia will be the School Commission’s secretary.
	3. Amy introduced Lisa Ortiz to the commission and gave her an overview of the School Commission. Lisa Ortiz accepted to be a member of the School Commission.
15. **Old Business:**
	1. In June 2022, Amy Schlegel, Michelle Zakula and Mona Seidcheck traveled to Notre Dame for the Latino Enrollment Institute. They were given strategies to help with Latino family recruitment. The Latino Enrollment Institute will provide follow up each month; in January 2023 Amy will also be attending a follow up event in Arizona. One of the strategies was to have Madrinas to help with Latino enrollment. The Madrinas at St. Greg’s are Marta Campos, Nora Ortega and Monica Aguilera.
	2. The early childhood open house on August 10th was a success. Families also showed interest for the K3 program during the Festival.
	3. Website needs updating. Sofia, the new administrative assistant, has a background in design and will be helping with the website.
16. **Open Discussion**
17. None.

The meeting concluded at 6:45pm. **These minutes are not verbatim. School Commission members are encouraged to make any corrections and email Lilia Garcia, g\_lilia@yahoo.com**

Meetings are scheduled every 3rd Tuesday of the Month at 6pm.

**NEXT MEETING: October 18, 2022 at 6:00 PM**

2022-2023 Meeting Schedule: 9/20, 10/18, 11/15, 1/17, 2/21, 3/21, 4/18, 5/16, 6/20

Meetings minutes Submitted by,

Lilia Garcia

School Commission