

ST. MICHAEL SCHOOL ADVISORY COUNCIL

Meeting Minutes- August 1st, 2018

In Attendance: Chris Heck, Deacon Eier, Amy Holzwart, Annette Bahn, Michelle Gutman, Lori Strabley, Carrie Brodman, Brian Whitta, Fr. Mike Absent: Doug Trenkamp, Christopher McDaniel Guest: Charlene Wilkins

Deacon Mike opened the meeting at 7:02 p.m. with a prayer.

Minutes: Brian Whitta motioned to approve the minutes from the May 2nd, 2018 meeting. Lori seconded, motion approved and carried unanimously.

Pastor Comments: Father Mike opened his comments with a security camera update. The cameras are installed and up and running. There have been numerous projects ongoing over the summer including, but not limited to new floors outside of the Auditorium, lights throughout some classrooms, carpet, and paint. In addition, new doors are on order for the Auditorium that will offer another level of security for that space. The doors should arrive in early Fall.

Old Business:

- A. Communications- Kerry has been updating the school website over the summer and will continue to add and update as needed. Mrs. Haas and Jessica Gibson are looking to begin the student run newsletter that was talked about at the end of last school year.
- B. Safety-There are a total of 42 cameras installed and functioning throughout the St. Michael campus. The Key Cards for Extended Day families are in the process of being finalized for handout at the Ice Cream Social.
- C. Dress Code Update- An email was sent to families with the updates. The Dress Code updates can also be found on our website. One big change is the addition of Land's End as a vendor. So far, parent feedback has been positive. The policies for violations as well as the changes will be explained to students at the beginning of school as well.

New Business:

- A. Welcome New Members- Chris and the members welcomed Michelle, Carrie, and again welcomed Brian who briefly joined us at the end of last school year.
- B. SAC Overview, Constitution, Code of Ethics-Members reviewed the Constitution and signed the Code of Ethics as needed.
- C. Meeting Schedule & Roster-Chris passed out the 2018-2019 meeting schedule and roster. There may be some changes to the meeting dates for some scheduling conflicts, but those will be addressed as needed.
- D. Ice Cream Social-There will be a New Family Orientation from 6:15-6:45. Teachers will be available in their rooms at 7:00. First Day Packets will be labeled for the Youngest Family member, and handed out in the Lobby. SAC members need to be at school at 6:00, with an ice cream scoop in hand. Doug ordered the ice cream from Dietsch Bros. and will pick it up and bring it to school to be put in the freezers around the 7th or 8th. Amy and Chris will check the supplies on hand and purchase as needed to accommodate the attendees. Staff and SAC members are to wear any SMS shirt.
- E. Elect Vice President-This item is tabled until September as multiple members have expressed interest.

Committee Reports:

- A. Research – Chris H.
- B. PR/Marketing – Brian W.
- C. Finance – Doug T., Christopher M., Carrie will consider and discuss with members and update in September.
- D. Technology/Safety – Lori S., Michelle G.

Principal's Report/Comments:

The 8th Grade Dinner is changing this year. It is not on the same day as Ice Cream Social, but the date is not set yet. The chairs are anticipating a date in October –November and are looking to do a running event in conjunction with the dinner. Amy will send out an email looking for volunteers to help spread mulch Wed., Aug 8th. Staff is in the process of training on RenWeb, the new school database.

- A. Enrollment Numbers – Current enrollment is fluctuating daily between 500-510.
- B. New Staff Members – Sharon Dalvi (afternoon KR Aide), Tina Lane (a.m. Aide), Vicky Bihn (Part-Time front desk secretary/intentional marketing), Richelle Piercefield (lateral shift from 5th – 7th), Scott Wilson (Extended Day & Lunchroom), Charlene Wilkins (part-time), Maricella Hernandez (2nd grade)

Upcoming Events:

- A. Ice Cream Social – Sunday, August 12th 7:00 p.m.
- B. Meet the Teacher KR-8 – Monday, August 13th 6:45-8:15 p.m.
- C. First Day of School – Wednesday, August 15th
- D. Next SAC Meeting - Wednesday, September 5th

Fr. Mike closed the meeting at 8:17 p.m. with a Glory Be.

Respectfully submitted,

Annette Bahn, SAC Secretary

ST. MICHAEL SCHOOL ADVISORY COUNCIL

Meeting Minutes- September 5th, 2018

In Attendance: Brian Whitta, Deacon Mike, Amy Holzwart, Kerry Pinion, Christopher McDaniel, Chris Heck, Annette Bahn, Carrie Brodman, Fr. Mike

Absent: Doug Trenkamp

Guests: Charlene Wilkins, Ann Karhoff

Chris H. opened the meeting at 7:01 p.m. with an Inspirational prayer.

Minutes: Brian motioned to approve the minutes from the August 1st, 2018 meeting. Carrie seconded, motion approved and carried unanimously.

Principal's Report: Enrollment is down a bit from the end of last year and the last meeting. Current enrollment stands at 495. Numerous factors including out of town/state moves and financial situations played a role in the decrease. SAC also lost 2 members; Lori Strabley and Michelle Gutman. A brief discussion followed regarding Exit Surveys for families. Multiple options were discussed, but a focus on families leaving after the school year has started will be a main focus. Renweb is up and running. A folder of information and activities for the Virtues In Practice will be going home with families soon. A new school nurse was hired, Andrea Sieftring. The 7th & 8th grade retreat will be on site at SMS with the NET team on September 24th. The 6th grade will go to Damascus in early April after the favorable trip last year.

Old Business:

- A. Ice Cream Social Recap – We ran out of ice cream again this year. Doug brought extra ice cream for the faculty/staff that first week of school. Suggestions for next year include: Smaller containers of ice cream in addition to the large ones, have the staff ice cream after the rush or during the first week as a treat.
- B. SAC Code of Ethics - Kerry and Christopher signed as they were not in attendance at the August meeting. Chris also passed out a new roster with updated meeting dates and member information.
- C. Constitution and By-Laws - Chris passed out to any members who needed them.
- D. Security Cameras and Key Cards - Administration ran out of key cards for Extended Day families originally, so more were ordered and now all cards are issued and few are left to be handed out via backpack mail or handed out when using EXT DAY. A question was asked regarding cameras and audio, and no, the cameras are not equipped with an option to record and play back audio. Administration is meeting with the FPD to set-up a live feed between the department and the school. They will rename cameras accordingly for purposeful use and discuss numbers for external doors and windows.

New Business:

- A. Official Vote - SAC members officially voted for Kerry Pinion to join in the absence of previous members. The vote passed and carried unanimously. Chris welcomed Kerry as the newest SAC member.
- B. Elect 2018 - 2019 Vice President - Christopher expressed an interest in the Vice Presidency, the members voted, and the vote carried and passed unanimously. One more member is needed for the group. Amy will email staff for recommendations.

Committee Reports -Brian will spearhead the survey research and development. He will get information from Amy, Doug, and possibly Paul Worstell regarding the previous surveys. Doug and Christopher will meet with Dow regarding the budget.

Pastor Comments – The Auditorium doors are in and need a little adjustment, but are a great new addition. Improvements including painting look great and will continue as needed throughout the building. The downtown property is scheduled for closing soon, and the buyer will remain anonymous for the time being.

Guest Comments: Charlene thanked SAC for the ice cream for the Ice Cream Social. Ann requested the teacher pay scale from Fr. Mike.

Upcoming Events:

- a. September 10th: Athletic Boosters
- b. September 19th: PTC
- c. September 28th: No School
- d. Next Meeting: October 3rd

Chris closed the meeting at 8:18 p.m. with a Hail Mary.

Respectfully submitted,

Annette Bahn, SAC Recording Secretary

ST. MICHAEL SCHOOL ADVISORY COUNCIL

Meeting Minutes- October 3rd, 2018

In Attendance: Brian Whitta, Deacon Mike, Amy Holzwart, Kerry Pinion, Christopher McDaniel, Chris Heck, Annette Bahn, Carrie Brodman, Fr. Mike, Doug Trenkamp

Guests: Charlene Wilkins, Ann Karhoff

Doug opened the meeting at 7:03 p.m. with an Inspirational prayer.

Minutes: Brian motioned to approve the minutes from the September 5th, 2018 meeting. Kerry seconded, motion approved and carried unanimously.

Old Business:

- A. School Website – The school website is in need of current information for SAC and PTC. Amy will have Vicky Bihn look it over and get changes to Media Links. A brief discussion followed on where we are at with technology in terms of RenWeb, our new database. Amy mentioned that it is going well, with the exception of one small glitch with one family not receiving email messages from her. She is working to get this resolved quickly.
- B. Budget Update – Christopher handed out a Budget to Actual Expenses reconciliation sheet for members to look over. Dow prepares these monthly for the Parish Finance Committee. This report will be a useful tool as the budget is prepared and rolled out for each coming year. It was decided that it will be discussed around the December/January meetings, and addressed again at the end of the school year.
- C. Addition of another SAC member – Amy will contact the possible candidates and report back.

New Business:

- A. Exit Survey – Amy and Brian met to discuss options for surveys for our families, focusing on both retention and exit information. The three main questions will center on what we do well, how we can improve, and what do you/would you need from us. As discussed, with many families originally signed up for the school year pulling out in August, the information needed from them is time sensitive. Brian and Amy will tweak this survey and get it to the families before the next meeting. They will roll out the survey for current school families and possibly have it available in the computer lab in time for conferences October 31st and November 8th.
- B. STEM/STEAM focus and marketing – STEM (Science, Technology, Engineering, Math) to STEAM (add Art). School administration will work to see what criteria needs to be met to promote STEM, as many of our classrooms currently integrate STEM into their lessons.

Principal's Report – We are holding steady with current enrollment. There are a number of families relocating to the area in the near future who have expressed interest in enrolling for the current school year. MAP testing has concluded, and families will have results and updates at conferences. Amy mentioned the MAP Skills purchase. This program allows teachers to assign work to students based on need, whether to boost skills for those who may be struggling with concepts, or challenge students who are working at a higher level. Amy also mentioned that Vanessa Williams (tutor) is starting Literature Circle Groups. She is beginning with 5th grade and working down to 2nd grade by the end of the school year.

Pastor Comments – Fr. Mike announced the addition of our new Facilities Manager, Bob Elliott, as well as our new Technology Coordinator, Stephen MacDonald. Fr. Mike, Amy, and Deacon Mike met with the Findlay Police Department regarding the live feed set-up between the school and the department. Brian will contact someone in Graphic Design to draft a map of the school with camera locations.

Guest Comments: Charlene appreciates the enthusiasm of the members as we move farther into this school year.

Upcoming Events:

- a. October 8th: Coaches & Parent Basketball Meeting
- b. October 17th: PTC 7:00 p.m. Art Room
- c. October 19th: End of Qtr
- d. October 26th – 27th: The Wizard of Oz
- e. October 27th- 8th Grade Fundraiser & 5K Run
- f. November 7th: SAC Meeting

Doug closed the meeting at 8:26 p.m. with a Hail Mary.

Respectfully submitted,

Annette Bahn, SAC Recording Secretary

SAC Minutes
11-7-18

In Attendance: Doug Trenkamp, Chris McDaniel, Mike Eier, Carrie Brodman, Chris Heck, Amy Holzgart

Guests: Charlene Wilkins and Ann Karhoff

Opening Prayer was led by Deacon Mike

October minutes approved by Carrie Brodman and Chris McDaniel

Old Business:

- Retention Survey was created by Brian and shared with current school families. Amy will send out one more reminder to complete it by the weekend.
- Exit surveys were sent to 11 families who transferred out at the end of the last school year.
- Reports will be shared with SAC through email to discuss @ December meeting
- Amy shared article about STEM with SAC members through email. Want to look at the possibility of working to host a PTC/SAC stem family night.
- Chris Heck volunteered to research if there are standards to be a STEM school
- Ideas were shared to be proactive in promoting activities to help outsiders "see" what we are doing at SMS- be sure to share outside of Facebook to reach those not on this social media platform
- Amy suggested getting families to share written or video testimony about why they choose SMS for Open House/brochures/publications to be used
- Amy Bowman has accepted the SAC position
- Suggested that PTC/SAC work together to host the Ice Cream Social to help promote both groups and those serving the school in these roles
- PTC side needs updated on the website

New Business:

- Preschool rates will be worked on and presented at the December meeting
- School tuition will be presented at the January meeting
- Carrie Brodman will call local preschools to see what their tuition costs are
- Preschool/KR/K Open House will be on January 16th with a snow date of January 23rd
- Need a SAC member to add to the budget committee
- Chris/Doug/Carrie will seek out billboard sponsors for CSW
- Chris M. will seek out photographer and designer for the billboard picture

- School news:
 - Sent a group of 6th/7th graders to HYPE who want to lead mini-hype day for peers
 - Share the Harvest collections are underway
 - Drama production was successful
 - Touring families from San Antonio moving in with Marathon- could look at updating the website to help new families find what they need easier. Highlight extended day as an option as new families are looking for one-stop places to meet their needs.
- Shopping for Dollars was discussed
 - Profits are down overall
 - Possibility of keeping a few cards on hand to sell physical cards
 - Parish events
 - Mass
 - Friday afternoons
 - Mary Rood could hold a class to help people get started
- JR High rooms are getting updates with new closets
- Gates are going up on the North playground for added security
- There were no guest comments
- Chris Heck led the closing prayer

ST. MICHAEL SCHOOL ADVISORY COUNCIL

Meeting Minutes- December 6th, 2018

In Attendance: Brian Whitta, Annette Bahn, Amy Koomen, Doug Trenkamp, Carrie Broadman, Kerry Pinion, Christopher McDaniel, Chris Heck, Fr. Mike, Amy Holzwart

Absent: Deacon Mike

Guests: Ann Karhoff

Kerry Pinion opened the meeting at 7:20 p.m. with a Prayer for St. Maximilian.

Minutes: Christopher M. motioned to approve the minutes from the November 7th, 2018 meeting. Kerry seconded, motion approved and carried unanimously.

Old Business:

- A. Catholic Schools Week Billboards – There are 3 sponsors for billboards this year; Brian Whitta/Katie Frederick, Doug Hiegel, and Steve Warner. The pictures were taken on December 6th. The photographers donated their time, so gift cards were purchased to be given to them.
- B. Communications – Annette sent updates to Kerry Clapper this week for some areas of the school website. Amy Koomen will get dates to Annette for PTC to also be updated on the site.
- C. New SAC Member – Chris welcomed Amy as the newest addition to SAC.
- D. Exit/Retention Survey Results – Brian handed out survey results for members to look over and discuss at the January meeting.
- E. STEM/STEAM Focus – Chris passed out some information that she was able to find regarding STEM and what it takes to be STEM certified. A discussion regarding a STEM/STEAM night followed, with a focus on incorporating it into the Family Read Night that is currently scheduled for March 7th. A subcommittee was formed including Kerry and Amy. Amy will reach out to Melanie Clark, a current parent with an engineering background. Annette and Amy will talk to Mary J. Crew to see if it is possible to have Science Fair (some or all) of the projects set up for the night and possible demonstrations by some of the students. Amy will find out the Right to Read Week theme for possible tie in.
- F. Shopping for Dollars – Amy will discuss the possibility of physical cards on site, especially for the holidays, with Fr. Mike, Dow, and Lynnsey.

New Business:

- A. 2019-2020 School Budget –A spreadsheet with current rates for local preschools as well as our current rates and rates back to the 2014-2015 school year was handed out for comparison and budget discussion. Additional pertinent information was passed around for discussion. After looking over the information and talking over the options, it was decided that there will be a non-parishioner rate added to the Academy of Angels (currently KR and up). The rates will be as follows: 2 day active parishioner \$950, non-parishioner \$975; 3 day active parishioner \$1270, non-parishioner \$1295; 5 day parishioner \$2100, non-parishioner \$2200, KR active parishioner \$2800, non-parishioner \$4830; K active parishioner \$2780, non-parishioner \$4795. These rates reflect no increase for active parishioners.

Principal's Report – Laura Lee VonLehmden, Tammie Morman, Deacon Mike, and Fr. Mike are working together to organize a Catholic High School Fair for 8th grade students to take place in January or February. Key fobs (#35) were given to the city for safety access to the building. The FPD now has live access to our security cameras. They are not monitoring, but can engage if/when needed.

Pastor Comments – Fr. Mike was thankful for the FPD response to the issues with the power after a squirrel got in a transformer and caused some malfunctions. He mentioned that a YouTube channel is in the works.

Upcoming Events:

- a. December 3rd: Athletic Boosters @ 7 p.m. Library

- b. December 5th: 1-3 Christmas Program @ 7 p.m.
- c. December 7th: Kindergarten Christmas Program @ 1 p.m.
- d. December 11th: 5th Grade Band Concert @ 7 p.m.
- e. December 13th: P2 & P5 Christmas Program @ 10 a.m., KR Christmas Program @ 12:00 p.m.
- f. December 14th: P3 Christmas Program @ 10 a.m.
- g. December 19th: Last day of Classes, Luminary Mass @ 8:15 a.m., Talent Show @ 9:30 a.m.
- h. January 3rd: Classes Resume

January Meeting Date – January 9th, 2019

Kerry closed the meeting at 9:00 p.m. with an Advent Prayer followed by a Hail Mary.

Respectfully submitted,

Annette Bahn, SAC Recording Secretary

ST. MICHAEL SCHOOL ADVISORY COUNCIL

Meeting Minutes- January 9th, 2019

In Attendance: Brian Whitta, Annette Bahn, Doug Trenkamp, Carrie Broadman, Kerry Pinion, Christopher McDaniel, Chris Heck, Amy Holzgart, Deacon Mike Absent :Fr. Mike, Amy Koomen Guests: Charlene Wilkins, Cheryl Post

Amy opened the meeting at 7:08 p.m. with a prayer with intercessions.

Minutes: Brian motioned to approve the minutes from the December 6th, 2018 meeting. Kerry seconded, motion approved and carried unanimously.

Old Business:

- A. Catholic Schools Week Billboards – The billboards are up and look great.
- B. Exit/Retention Survey Results – Members discussed the survey results and pulled 10-12 of the ideas that stood out the most in the What Do We Do Well and How Can We Improve survey answers. Brian will put the list together for future reference as we continue to evaluate and address the common themes. Everyone thanked Brian for his hard work on the surveys and compiling the results.
- C. STEM & Family Read Night – The event is scheduled for March 7th. Chris H. has put out feelers to some parents and staff about helping out with a committee to incorporate STEM activities into the event. Cheryl Post mentioned that there is a Family Read Night committee meeting taking place at lunch on January 10th and she will pass on the information from this discussion at tonight's meeting. Amy will look to secure a coordinator for a STEM committee for this event.

New Business:

- A. 2019-2020 School Budget –Doug passed around handouts with information regarding budget scenarios. Discussion followed and members unanimously voted to propose an \$80 tuition increase (grades 1-8) with a 1.5% wage increase for staff. Doug and Christopher will take this recommendation to Fr. Mike and the Parish Finance Committee.
- B. Catholic Schools Week – Catholic Schools Week kicks off on Sunday, January 27th with the 6th graders and their families attending 10 a.m. Mass before they head to their International Day presentations in the Auditorium, along with the Spaghetti Dinner in the Activity Center. The Theme is Learn. Serve. Lead. Succeed. There are numerous other activities planned throughout the week and the committee is working to nail down all of the details. They are planning a different theme for each day, and will hopefully secure outside speakers to address the students and staff.

Principal's Report – Amy is working on a survey to send out to 2018 SMS graduates as well as one for their parents. She mentioned that Healthy Choice Night is scheduled for January 23rd. There are activities planned throughout the day for students, as well as the Hidden In Plain Sight mock-up for adults only prior to the 7 pm speaker (on digital Empowerment.) The committee is finalizing the daytime events/schedule.

Upcoming Events:

- a. January 7th – Athletic Boosters 7:00 p.m.
- b. January 10th – Spelling Bee
- c. January 16th – Preschool and Kindergarten Open House
- d. January 21st – NO SCHOOL – MLK
- e. January 27th – Spaghetti Dinner, International Day, & kick-off for Catholic Schools Week
- f. February 6th – Next SAC meeting
- g. March 10th – Sign-Up Sunday

Amy closed the meeting at 9:30 p.m. with a Hail Mary.

Respectfully submitted,

Annette Bahn, SAC Recording Secretary

ST MICHAEL SCHOOL ADVISORY COUNCIL

Meeting Minutes – February 6, 2019

In Attendance: Brian Whitta, Doug Trenkamp, Carrie Broadman, Kerry Pinion, Christopher McDaniel, Chris Heck, Amy Holzwart, Deacon Mike Eier, Fr. Mike Zacharis, Amy Koomen Guests: Charlene Wilkins, Ann Karhoff Absent: Annette Bahn

Carrie opened the meeting at 7:05PM with a prayer.

Minutes: Brian Whitta made a motion to approve the minutes, Carrie seconded the motion. The minutes were unanimously approved and carried.

Old Business:

- A) Catholic Schools Week – Week started out with lots of great activity and participation on Sunday. The week was cut short because of school cancellation, but the activities held on Monday and Tuesday were good.
- B) Exit/Retention Results – Brian provided a list of what we do well and how we can improve based on ranking of top topics from previous meeting. List was ranked by SAC committee survey. Next steps, the SAC should review the areas we can improve and identify a few action items or suggestions. Agreement that SAC should communicate to the school the results prior to Sign-Up Sunday. Discussion on including an article in Amy's weekly newsletter. Amy, Deacon Mike, Fr. Mike will meet weekly to keep these topics top of mind.
- C) STEM/Family Read Night – March 7 – Committee of teachers, librarian, and SAC members are planning events to happen in the library, art room, sixth grade classrooms. They will work to have 6-8 grade students volunteer and target younger students and families to attend.

An overview on Healthy Choices Day and Parent Event was provided. The school hosted the K9 unit, Judge Kristen Johnson and Scott Frank from the Digital Empowerment Project for the students. The events were well received. In the evening, 50-55 parents attend In Plain View and around 40 parents attend Mr. Frank's Digital Empowerment presentation. Amy shared that Mr. Frank's cost is very reasonable and we could potentially look at having him back in the future.

- D) School Budget for 2019-2020 – Christopher McDaniel and Doug Trenkamp met with Dow and Fr. Mike. They agreed on the recommendations from SAC on tuition and wage increase.

New Business:

- A) Sign-up Sunday – March 10 – Hours will shift for the day 9:30AM- 1:30PM. SAC members will volunteer for one of the shifts. Amy will send out the updated forms for everyone to review prior to sign-up Sunday.
- B) Nominating Committee is needed to identify candidates for two new members to replace Doug Trenkamp and Chris Heck. Amy to look for online link to send out for people to express interest. SAC identified that we can look for people with Finance or Marketing backgrounds. SAC members will also brainstorm potential members. We will also have a sign at Sign-Up Sunday to promote volunteering for SAC.

Principals Report:

- A) The diocese is evaluating a program from Edmentum called Exact Path. This tool analyzes MAP scores and provides custom lessons for each student. Parents receive logins to get access to resources and activities that can be used year-round. Resources are also available for teachers to use. Cost is \$11K a year. Other online classes are available for students to use as independent study including foreign languages. The cost would be an additional \$16.50 per student. Amy is investigating if the local high schools would accept this as transferrable credits.
- B) Ed Choice Expansion – Lincoln, Wilson Vance and Jacob students can now qualify for traditional Ed Choice and students can get \$4500 to put toward private schools tuition. Discussed marketing this to the community via newspaper and bulletin and Fostoria. Amy shared there are 60K scholarships available from the state and only 20K were used last year. Discussion around identifying testing for all students who would apply to St. Michael via Ed Choice to make sure we can provide appropriate education for students. Amy to investigate options for testing.
- C) Alumni Survey - Amy shared a survey that will go out via mail to 2018 graduates of St. Michael's. Brian suggested an on-line version and starting a database of alumni data. A suggestion was made to add a link on the website to all alumni to provide contact information to keep in touch with their alma mater.

Pastor's Report:

- a) St. Wendelin – The parish shared that they are using the school endowment to support catholic education scholarships. Fr. Mike to connect with Fr. Todd. We will recognize St. Wendelin parishioners for the active parishioner discount. Brian shared that students will be eligible for busing. Fr. Mike asked Brian to confirm this so we could educate St. Wendelin families. Fr. Mike shared that we may look at purchasing items from the school. Discussion was had around advertising sign-up Sunday and hosting students in February for a visit.
- b) Branding for Sports – Mark Pinion and Josette Brinkman have spearheaded a new Sport's logo. Changes will be coming to support the logo to the gym including new wall pads, bleacher curtains and eventually the floor and spirit wear.
- c) Security – working on a diagram for police identifying security cameras. Adding cameras for a few blind spots. Replaced wall of glass in old school building for safety.
- d) Staff appreciation event was cancelled and is being rescheduled at rectory.
- e) Fr. Chris Bazar's death this week was sad news for the parish and staff. Funeral will be Friday.

Guest Comments:

Charlene Wilkins shared that she is appreciative of the enthusiasm of SAC. Ann Karhoff provided feedback on the survey. She expressed that we need to find a way to educate parents on the budget and how money is spent on the school. Fr. Mike shared that he plans to address with the school but is awaiting guidance on Ed Choice. She also expressed the teachers would love an intervention specialist and appreciated the research Amy Kooman shared on special ed vouchers

Upcoming Events:

- a. Feb. 4 - Athletic Boosters @ 7 pm
- b. Feb. 15 - Right to Life basketball
- c. Feb. 18 - President's Day - No School
- d. Feb. 22 & 23 – Annie Jr. Drama
- e. Feb 25 – Quiz Bowl at Cory Rawson
- f. March 1 – Bakery Bingo 6pm
- g. March 6 – Ash Wednesday - All School Mass 9am
- h. March 7 – Family Reading Night /STEM Night
- i. March 10 – Sign Up Sunday/Science Fair/ Book Fair
- j. March 13 – next SAC Meeting

Carrie closed the meeting with a prayer.

Respectfully submitted,

Kerry Pinion, Substitute SAC Recording Secretary

ST. MICHAEL SCHOOL ADVISORY COUNCIL

Meeting Minutes- March 13th, 2019

In Attendance: Brian Whitta, Annette Bahn, Doug Trenkamp, Carrie Broadman, Kerry Pinion, Christopher McDaniel, Chris Heck, Amy Holzgart, Deacon Mike, Fr. Mike Absent : Amy Koomen Guests: Charlene Wilkins, Ann Karhoff

Christopher opened the meeting at 7:05 p.m. with a prayer.

Minutes: Fr. Mike motioned to approve the minutes from the February 6th, 2019 meeting. Christopher seconded, motion approved and carried unanimously.

Old Business:

- A. Sign-Up Sunday Review – Chris thanked everyone that helped at the event. There was a solid turnout and the day went well. Changing the timing to 9:30 am – 1:30 pm was a good move. Also, having Shopping for Dollars and Extended Day available to answer questions was useful. The Knights of Columbus served nearly 300 breakfasts. They were prepared for 400, so there was plenty. It was suggested that we find out if the Uniform Sale could take place in the Gym during Sign-Up Sunday as well. The Gym is an open space during the event and having access to the Locker Rooms for trying on uniform pieces would be beneficial. It was also suggested that SAC members have nametags they can wear to events such as this. Amy will look into said nametags.
- B. Family Read Night /STEM Review– The night was well and the students enjoyed the incorporation of the STEM activities, according to parents who attended the event. Students who helped out with the STEM activities, also enjoyed the evening.
- C. Exit/Retention Survey Results – Amy will communicate the results of the survey to parents via email.

New Business:

- A. SAC Greeters for Parish Mission – Kerry, Chris, Christopher, Deacon Mike, Charlene, and Amy will be greeters for the Parish Mission on Tuesday, March 19th and will report at 6:30. Amy passed around directions/expectations for the greeters that she received from Geri.
- B. Nominations for New SAC Members – Applications were out at Sign-Up Sunday and a few were taken. It was requested that Amy email members in a week or two with names of possible members, or let them know if names are still needed. The timeline will be a little tight as our last meeting is April 24th, however, the Parish and school families will all be given to opportunity to vote once there are candidates as per the SAC Bylaws and Constitution.
- C. Eight Grade SAC Essay – Chris will contact Miss Fox to get the ball rolling on the essays. Doug cannot read and vote on essays this year as he has an 8th grader. A few members will read and vote on the essays, with 1 boy and 1 girl winner.

Principal's Report – Amy mentioned that she did sign a 3 year contract with Edmentum for the Exact Path software and access. This software also includes an Online Spanish 1 for credit for our students. The program will be discounted to \$16.50 per student since we have the contract. Currently, FHS will accept for credit, and administration will check with other local high schools such as LB & VB to see if they will accept the credits. Amy also mentioned Rozzy, software that will give teachers in K-8 access to career related STEM lessons and content. There are currently ~300 students registered for the 2019-2020 school year. The 6th graders are looking forward to their time at Damascus, approaching in early April.

Pastor Comments – Fr. Mike shared that there will be 3 additional security cameras added for coverage of some blind spots. Glass panels were removed from some doors throughout the building and replaced with steel inserts. This summer, there will be numerous projects throughout the school including new cabinetry and coat racks.

Upcoming Events:

- a. March 4 – 8 Right to Read Week
- b. March 6th – Ash Wednesday
- c. March 8th – 2 hour delay; Out of Uniform
- d. March 10th – Sign-Up Sunday 9:30-1:30 pm,; Grandparent's Breakfast 10:00 am – 1:00 pm
- e. March 12th – Used Uniform Sale

- f. March 27th – 4th & 5th Grade Spring Concert @ 7 pm
- g. April 3rd – Next SAC Meeting
- h. April 24th – Last SAC Meeting

Christopher closed the meeting at 8:15 p.m. with a prayer.

Respectfully submitted,

Annette Bahn, SAC Recording Secretary

ST. MICHAEL SCHOOL ADVISORY COUNCIL

Meeting Minutes- April 3rd, 2019

Amy Koomen, Christopher McDaniel, Kerry Pinion, Doug Trenkamp, Brian Whitta, Fr. Mike, Amy Holzwart, Fr. Kyle, Chris Heck, Annette Bahn

Absent: Deacon Mike, Carrie Broadman

Guests: Charlene Wilkins, Ann Karhoff

Brian opened the meeting at 7:05 p.m. with an Inspirational prayer.

Minutes: Brian motioned to approve the minutes from the March 13th, 2019 meeting. Fr. Mike seconded, motion approved and carried unanimously.

Old Business:

- A. Exit/Retention Survey Results – Amy designed a flyer with the Parent Survey Results and passed it around for members to look over. The results were broken down into two main categories; Strengths and Opportunities for Improvement. She will finalize the flyer and email it out to families. The initial flyer proof is attached to these minutes.
- B. Sign-Up Sunday – Current enrollment status for 2019-2020 stands at 343.
- C. SAC Members (Applications & Nominations) – There are two SAC opening for 2019-2020. It was recommended to add an additional spot, and a brief discussion followed. It was decided that a third additional member will be beneficial. Amy will put together an official ballot to go out to the Parish and school families for voting. Votes will be tallied prior to the last meeting.
- D. Eighth Grade SAC Essay – Chris talked to Ms. Fox. The students will be given the same prompt as last year. The essays will be scanned in and emailed to all SAC members, except Doug. Members will rank their top boy/girl essays and return the info to Chris who will tally the votes and prepare the award.

New Business:

- A. Graduation/SAC Award/Announcing Names – Chris H. will announce the names at Graduation, and Christopher will announce the SAC Awards.
- B. Ice Cream Social/Meet the Teacher – The 2019-2020 edition of the Ice Cream Social/Meet the Teacher will take place on August 25th, 2019 as the first day of school is scheduled for August 29th. Doug passed out a handout with Ice Cream ordering information and Kerry agreed to take over the duties for this year. The leftover supplies are in the Elevator Room. Kerry and members will double check with Amy before purchasing supplies.

Principal's Report – Sixth Graders are currently on retreat at Camp Damascus, as is Fr. Mike. Kindergarten Visits/ Screening will take place next week on Tuesday and Wednesday 4/9 & 4/10. The mission project for this year is K9's for Warriors. The mission group from the HS is helping out our committee. First Communion is forthcoming as well as end of the school year All School Masses and many activities. Amy also mentioned that a group of 7th grade girls who just returned from Camp Damascus have started a website (Because He Loves Me) to share their faith. Amy will share the site with members.

Pastor Comments – A few new cameras were installed and the server was upgraded to accommodate more recording time. Gates will be added to the drive south of the school this summer. There will be additional meeting rooms available soon as the St. Joseph Room will no longer house Melissa's music studio, and rooms upstairs in the school were shifted which allows for an additional meeting space as well. Fr. Mike mentioned that Zach will be wrapping up his time at St. Michael on April 30th and ordained a Deacon in Toledo on May 18th.

Upcoming Events:

- a. April 1st & May 6th – Athletic Boosters
- b. April 3rd – 5th – 6th Grade Retreat @ Camp Damascus
- c. April 9th & 10th – Kindergarten Visits/ PTC April 9th
- d. April 15th – 19th – Spring Break
- e. April 24th – Last SAC Meeting/ Walk-A-Thon

- f. April 25th – Donuts for Dads
- g. May 1st – Evening of the Arts
- h. May 3rd – Volunteer Appreciation
- i. May 5th – 1st Communion
- j. May 10th – May Crowning
- k. May 13th – 16th – 8th Grade Class Trip
- l. May 16th – Last Day P2
- m. May 17th – Last Day P3 & P5
- n. May 23rd – Last Day of Classes / 8th Grade Graduation 7 pm

Brian closed the meeting at 7:58 p.m. with the Prayer to St. Michael.

Respectfully submitted,

Annette Bahn, SAC Recording Secretary