

# SJV School Committee

Monday, January 18, 2021

6:30 PM

**Attendance: X = Present; E = Excused; A = Absent** (Enter committee member names below)

x	Sara Dwyer	x	Greg Herrle	E	John Sloane
x	Heather Ferber	x	Halligan Czarnecki	x	Brian Shimon
x	Colleen Gilbert	x	Pat Bergin	x	Pam Pyzyk (Pastoral Council)
x	Kelly Rauch	x	Sarah & Jeff Karst (Jeff)		
x	Kevin Galezewski	x	Elizabeth Matzke		

**Opening Prayer** – By Colleen Gilbert

*Topics/Projects/Strategic Plan Initiatives Discussed:*

### **Committee Chair reports:**

#### **President Colleen Gilbert reported:**

- 2020-2021 Strategic Plan with mid-year updates distributed to committee.
- Working on a newsletter to highlight work of all school committees for increased transparency, parent feedback and inspire more parents to join.
- Spreadsheet will be created to capture School Committee's diversity, identified by the accreditation process.

#### **Advancement Committee** (by Heather Ferber)

- Our first ever, Virtual Open House took place January 11th & January 14th at 6:30 PM. It included a presentation from Mr. Shimon and breakout sessions with parents and staff.
- Approx. twenty families attended, with most expressing an interest in early childhood education. Attendees represented a mix of parishioners and non-parishioners.
- Some families have requested in-person tours, and one family has already enrolled.
- Letters signed by Mr. Shimon were mailed to each family that attended. The Advancement Committee will follow up with families as appropriate.
- The Advancement Committee is considering how and when it is best to run advertisements by examining which advertisements yielded the best results (Facebook, Yard Signs, etc.).
- Next, the committee will be highlighting the over 30 legacy families we have at SJV right now (a parent of a current student is also an SJV alumni).
- Elmbrook school district is now offering ½ day, tuition free, 4K. Wrap around is offered at a fee and offsite. SJV's early education teachers mostly have master's degrees, and the wrap around program is onsite.

#### **Finance Committee** (by Greg Herrle)

- Finance met in December to review year to date finances. Revenues were up slightly and expenses appeared consistent with years past.
- Pastoral Council are continuing to evaluate ambassadorship initiatives and intend to meet with families and donors.

- Fundraising on the school side will reflect more of a general fundraising model to close the gap on the cost to educate.

**Long Range Planning Committee** (by Pat Bergin)

- Sub-committee meeting identified a need to review the School's mission statement.
- Will be working on a "check-in" on specific areas identified in the annual survey which will be recommended to the School Committee.
- LRP committee is comparing the Archdiocese survey example to SJV's to ensure SJV's is thorough, and specific to SJV's needs.

**Policy Committee** (by Jeff Karst)

- The Policy Committee is working to update the SJV handbook in accordance with new Archdiocese policy revisions.
- Policy Committee is also working to make the parent handbook more succinct by eliminating excess, and by linking to websites (SJV, Archdiocese, etc.) where appropriate.
- Efforts are also being made to update the parent handbook with non-discriminatory policies.

**Home and School Report** (by Elizabeth Matzke)

- Bids for Kids has already reached more than \$25,000 in sponsorships, higher than sponsorship totals received two years ago.
  - Event registration will be out this week. There is no fee to register.
  - Denise Thomas, a communications professional, will MC Bids for Kids.
  - Raffle tickets cannot be sold online in Wisconsin, so the committee is looking for volunteers to assist with raffle ticket sales.
- The outdoor Santa and Reindeer event held in December was appreciated by all.
- The pizza and popcorn party before Christmas break was a hit.
- Catholic Schools Week begins Jan. 31. We have a great plan set for students and teachers.
- Exploring the use of parent volunteers for outdoor recess supervision. Safety is a priority, and if possible, it would take this task off teacher's plates.
- Looking into an outside Trivia night and discussing many other events at their next meeting on Jan 20 @ 6:30 p.m.
- Home and School will be promoting the use of Amazon Smile. Users select SJV as their intended charity and a portion of each purchase goes to SJV.

**Principal's Report** (by Mr. Brian Shimon)

SJV Faith

1. VBRD: The SJV Way – Grace – Our path brings us closer to God.
  - Open to change, conversion, and intervention of God.
  - Next trimester we will focus on Respect.
2. Catholic Schools Week Feb 1-5. Details will be in Shamrock Weekly this week.
  - Archbishop ListECKI, presiding at All School Liturgy, Monday, February 1, 2021.
3. Weekly Virtue Circles – Socio – emotional support during pandemic
  - Student and Staff emotional health must be supported.

### SJV Excellence

1. Self-Study Year: Accreditation Cycle
  - Self-Study Year – Parent Survey
  - Data/Evidence collection – Deadline Friday, April 2<sup>nd</sup> (prior to Easter Break)
2. MAPs Testing window – Jan 11-29
3. Shamrock Weekly – Grade Level Features

### SJV Community

1. Virtual Open House Report Out
2. Enrollment Update: Several tours have been scheduled.
  - January – 2 new K4 students; 1 new K3 student.
  - It is registration time for current families. Follow-up calls being made if necessary.
3. Medical Advisory Team – Meets monthly, last met 1/12/21
  - Topics included vaccinations, new strain of virus, and orchestra rehearsals. We are not ready to bring the band together just yet.
  - Advisory team is willing to meet with teachers to discuss any questions.
  - Anonymous staff survey indicates the majority of staff will accept the vaccine.
4. Parent Information Sessions (6-7pm)
  - Tues, March 9 – Math Panel (Revisit cancelled panel discussion)
5. Shamrock weekly: Each grade gets to highlight what they have been working on. This week it will be 2<sup>nd</sup> grade.
6. Upcoming Events:
  - Jan 30-Feb 5 – Catholic Schools Week
  - Feb 4 & 5 – Virtual Parent-Teacher Conferences.
  - Feb 12 & 15 – No School – Teacher Inservice Day
  - Fri, Feb 26 – End of Trimester 2.

### Pastoral Council

- Pam Pyzyk thanked everyone for their work and shared her delight to participate in School conversations again.
- Per Angela Bravata's email, Colleen highlighted the success of all the offerings to celebrate Christmas at SJV this year. Parish received great feedback on Christmas Eve kits, high attendance of virtual live streaming, and live Masses in the Church and Activity Center.
- Colleen Gilbert shared that the Pastoral Council's Formation committee is organizing small groups for Lent. The goal is for each Committee to lead or host one so there are a variety of offerings for everyone in the SJV community.
- Survey on mass engagement – Team will analyze results of the prior Parish survey to determine if additional surveys are appropriate.
- Sara Dwyer inquired about the selection process of the recently posted Director of Liturgy and Music position. Pam shared there will likely be a selection committee and to reach out to Fr. Ed should anyone wish to volunteer to assist.

### Long Range Planning committee vision (by Pat Bergin)

- School committee discussed at greater detail and agreed a "check-in" on specific areas identified in the annual survey was appropriate. LRP will work on details for the School Committee to review.

- The School Committee reviewed the SJV School mission statement and agreed that it was time to re-evaluate it. It has not been changed in over 10 years. Mission statements should be memorable and impactful and represent input from all key stakeholder groups (teachers, staff, clergy, parents, students, Board). LRP will offer recommendations to the School Committee for evaluation and feedback at the next School Committee meeting in March.

**Accreditation (Team Updates)**

Team 1 – About 1/4th of documents have been collected and uploaded.

Team 2 – Team is meeting again next week. Documents have been collected and are anticipated to be uploaded in the next two weeks.

Team 3 – Team is meeting after finance committee in two weeks. Some documents are still being created. Documents will be uploaded as financials become available.

Team 4 – Roughly 80% of required Human Resources evidence is not accessible to the team. Team has compiled a list of requests and will be asking Mr. Shimon for access. Alternatively, if documents are not available to the team, Mr. Shimon can assist the group in identifying different types of evidence that may be used to support the benchmark.

*Action/Follow Up Items:*

<b>Action Item</b>	<b>Who is Responsible?</b>	<b>Target Date</b>
All school committee newsletter	Colleen Gilbert	Feb 2021
Diversity spreadsheet	Colleen Gilbert	Mar 1, 2021
Mission Statement Enhancement	Brian Shimon, LRP	March 1 <sup>st</sup> 2021
Review parent perception survey	Brian Shimon, Pat Bergin	ASAP
Draft a parent “check in” as survey follow-up	Pat Bergin, LRP	
Continue accreditation evidence collection	All	April 2, 2021
School Committee Recruitment	All	

Respectfully Submitted,

Kevin J. Galezewski  
School Committee Secretary