

St. John Vianney Home & School Association
General Membership Meeting
Thursday, October 24, 2012

Present:

Executive Board Members: Heather Druley, Anne Chiu

Advisors: Laury Post

Ex Officio Members: Pam Pyzyk

Committee Chairs & Members: Amy Durst, Ann Stith, Cami Adel, Amy DiPiazza, Karen Price, Beth Dobrzynski, Suzy Koehn, Martha Connelly, Marita Walters, Joyce McArdle, Gina Tegge, Christine Keyes, Toni Kroepelin

The meeting was called to order at 9:30 a.m. after an opening prayer.

Chairperson's Report – *Heather Druley*

- Heather noted that all paperwork is printed out and on the table by the door (agenda, meeting minutes, etc.) The agenda was e-mailed to the entire association prior to the meeting.
- Jill Pasqua is absent today; she provided notes for us to follow.
- Target now offers a debit card feature as opposed to just a credit card. According to Heather, it is very easy to use. Please take advantage of this great way to earn dollars for our school simply by shopping.
- Heather received a lot of questions regarding her agenda item regarding the open vice-chair position. She wanted to put people's minds at ease. Bills are still getting paid, and our wonderful volunteers are still running all the committees and getting all our very important work done.
- Committee Chairs: please continue to think of SCRIP when buying items needed for school projects. Fine Arts could purchase JoAnn SCRIP cards, for example. Jean Lewis buys things for the gym from Sam's Club...another perfect SCRIP opportunity. Also, Mike S. will speak to Mr. Larry about items Larry buys for school. There is a huge potential for SCRIP there.
- Open House: did everyone see the postcard? Please take one, and give to a friend. We want to bring new families to this event, not existing school families. Our kids can come to the concert afterwards. We have openings in all grades except 4K. We have 12 middle school kids and 10 teachers helping out with this event and hope it's very successful.
- There is a one-year vacancy on the School Board. We also have open positions on the H&S Executive Board: Vice-Chair, Treasurer, and Secretary. Please see Heather if you are interested.
- Trivia Night was a success.
- Fine Arts: stage upgrades look great. The walls and floor were painted. There are still a few more things to be done but it's really taking shape.
- Share-A-Pie: used to be \$12-\$15. We sold between 400-600 pies. Now we can get a \$4 deal from Roundy's so we can purchase approximately 1200. They used to be frozen when we purchased them from Market Day; now through Roundy's they are fresh which St. Vincent actually prefers. It's a win-win. The quality of the pies has been deemed very good as well.
- Chess Club: 54 members meet weekly after school. We do need more volunteers as this is a very large group of students. Brookfield Central's Key Club may help us also. Kate Lilek expressed a concern that we may be missing out on the middle-schoolers, who traditionally are very busy after school. She would be willing to volunteer her time during the day for those kids interested. Karen Price: is there any way to offer them this at resources time?

Meeting Minutes – *Anne Chiu*

- Minutes are available on the SJV website in an effort to save paper. If you have questions, please e-mail them to Anne Chiu at hchiu@wi.rr.com.

Treasurer's Report – *Jill Pasqua*

- Heather presented the numbers for Jill Pasqua who is absent.

- Excess Revenues over expenses for July and August = \$(9,241.19).
- Excess Revenues over expenses for September = \$1,735.15.
- Key revenue for months of July, August and September – Gym Uniforms, Spiritwear, Teacher Gift/Sunshine, Bach To School Bash, Target Guest Cards.
- Key expenses for months of July, August and September – BIDS prepaid expenses from '11-'12, Donations (Teacher PIN donations), Secret Santa Shop, Teacher Resources, Back to School Bash, Teacher Luncheon, Trivia Night.
- Cash on Hand as of 8/31/2012 is \$51,940.69. Unrestricted Funds available as of 8/31/2012 is \$46,184.74. (Cash on Hand less approved and pending items).
- Cash on Hand as of 9/30/2012 is \$53,675.84. Unrestricted Funds available as of 9/30/2012 is \$47,919.89. (Cash on Hand less approved and pending items).

Principal's Report – Pam Pyzyk

- We had extensive professional development during our October in-service. Items addressed included: the Common Core State Standards, technology, Sustaining the Mission adult religious formation and a wide variety of educational initiatives presented at the Catholic Educator's Conference. It was a rigorous schedule for our teachers!
- Pam served on an accreditation team in preparation for our "self-study" next year. It is kind of like an audit of our school. The goal is accreditation. A team comes in to our school and evaluates our compliance with all of the standards.
- Our marketing drive is ongoing. We look forward to our Fall Fest Open House on Oct. 30. Lots of our competition conduct fall open houses.
- Please see the Weekly for changes regarding the fee structure for Fall registration. We needed to find a way to plan our enrollment numbers more accurately as some families were simply walking away from that \$50 registration fee. We need more accurate enrollment numbers, earlier, to be able to budget properly.
- Technology committee update: we are getting a new phone system. Currently we have no Caller ID. We also needed to upgrade the system because it tended to go out during storms. Previously, the records room was the only place to make announcements. That will change. We will now have 911 capabilities from every room. Safety is our #1 goal.
- Security overall continues to be addressed. Revised blueprints, numbering of doors and windows, safety 'bags' for each teacher...lots of things being addressed. We're also looking at getting a card-swipe system for the doors to reduce the number of keys that are issued. In a continuing effort to keep our campus secure, PLEASE do not prop any of the doors open, at any time.
- Pam is looking at a system called One Call Now. It can alert parents by phone or e-mail to school closings, water main breaks or other emergencies. Discussion centered around a parent portal that may be in the works, but it was determined that the emergency alerts would not be a capability of that portal. That parent portal would be more for things like grade checking, parent alerts about a sick child in the health room, etc.
- Annual Fund: This will be our 3rd source of revenue going forward. It will cushion us in case enrollment goes down and expenses go up. The proposal will roll out to major givers first, then to parents on January 27
- Pam's detailed report to the School Board can be found at the end of these minutes.

New Business

- Heather needs a decision on the purchase of new playground equipment. St. John Vianney received an offer from a company offering us a 40% discount if we place the order before 10/31/12. Some background: the current set must be re-welded every summer. The set is old and needs repair all the time. Pam said that our insurer may not continue to cover us given its condition. They may tell us to take it down. A lot of discussion followed...questions about the new set's labor costs, warranty, style of set, choices? Four options were shown. Ultimately, it was decided that we need to get 3 quotes per Fr. Ken's rule. We also need to have Buildings and Grounds approve it. They did not budget for installation of a new set this year, so it would come out of the general H&S fund. Heather will put the word out to create a playground equipment committee, that will help do some research, and provide more options. It may possibly turn into a BIDS proxy.
- Home and School Exec. Board structure: Heather's note in the agenda about disbanding the exec board raised some eyebrows. Her aim was not to be controversial; but she was trying to demonstrate that these positions are vital and need to be filled. A lot of conversation followed regarding getting more parents

involved and what might be preventing people from stepping forward. Karen Price mentioned that she did put forth a reorganized structure last year that was voted down by the exec board. Some felt that this proposal made the exec board positions sound like they involved more responsibility, precisely at a time when we are trying to emphasize that these positions are easily managed. Many others thought that we should be able to go back to Co-Chairs as a way to ease the burden. Or, perhaps the two-year commitment is too long. Some felt that being a member of the exec board is too political, and people simply don't want to be a part of that. When the parish structure changed, Home and School also gained new oversight and this has had a trickle-down effect. The reasons are many and varied, but in the end we determined that all we can do is prayerfully ask people to step forward, assure them that they will be allowed to fulfill their responsibilities and/or run their committees with autonomy, and support them in any way possible. Heather will talk to past Chairs and get some ideas. Christine Keyes, having been a Co-President herself, championed the idea of two people sharing the job. It worked for her, and it was fun sharing the duties with someone. All ideas are welcome and we will focus on the positives going forward.

- BIDS "Stop the Auction" items(s): who makes the ultimate decision on what this may be? Pam's role was discussed and when Fr. Ken returns, they will talk over all the options.
- Amy DiPiazza questioned why we are meeting quarterly vs. monthly. The meetings now seem to run long. Some of the past meetings had dismal attendance, so Heather wanted to give this a try.
- Tabled issues: The question raised to eliminate Share A Pie as a committee, and Playground Set purchase.

Upcoming Events to be aware of:

Nov. 8	Vianney Varieties
Nov. 19, 20	Conferences
Nov. 20-23	No school
Nov. 29	Barnes and Noble Book Fair
Dec. 19	Christmas Concert
Dec. 24-Jan. 1	No school

Next Meeting: Wednesday, January 23 at 7:00 p.m. P209.

The meeting was adjourned at 1:30 p.m. following a closing prayer.

Respectfully submitted,

Anne Chiu
Secretary

School Board Meeting
Principal's Report
October 15, 2012

Updates since our last School Board meeting on September 10th, 2012
School Staff Members scheduled to attend: Dan Demeter, Emily Knippel, and Jared Ziegler

- **Enrollment Update:**

476 students.

- Currently we have openings in the following grades:

K4 – No openings

K5 – 6 openings

First Grade – 13 openings

Second Grade – 14 openings

Third Grade – 1 opening

Fourth Grade – 9 openings

Fifth Grade – 2 openings

Sixth Grade – 3 openings

Seventh Grade – 5 openings

Eighth Grade – 3 openings

- **South West Area Archdiocesan Meeting at St. Williams, Waukesha**

On Thursday, September 28th, I attended the south west area meeting for the archdiocese. St. Williams in Waukesha hosted the meeting. Sue Nelson, from the Office of Schools of the Archdiocese, presented an overview of the Common Core Standards and the Rigor and Relevance framework. Points covered included an explanation of what the common core standards are, how the Common Core Standards impact the Archdiocese of Milwaukee, and what we are doing to prepare to implement the Common Core Standards. The Common Core Standards will replace the Wisconsin Standards. One of the main differences between the Wisconsin State Standards and the Common Core Standards is that the Wisconsin State Standards are skills specific. The Common core standards are aligned with college and work expectations so that students will be college and career ready. They are clear, understandable and consistent from school to school and from state to state. They are more rigorous in content and application. To date, the Archdiocese of Milwaukee has deconstructed the Common Core State Standards in the area of math. They have taken the math standards and broken them down into the specific expectations or skills. With the Common Core, the emphasis is on student outcomes at higher levels of cognitive performance and critical thinking. Instruction must expect higher levels of critical understanding. There will be emphasis throughout this school year on the Common Core State Standards with multiple opportunities for professional development.

We also had the opportunity to listen as Julie Wolff introduced the new materials that are available through the print portal this year for marketing. She shared the Catholic Schools Marketing Plan and reminded us that Katie Heino is available to assist us with our marketing needs. Katie is willing to present the marketing plan to our advancement committee if we are interested. Representatives from "Emerald Isle" marketing shared that 60% of your new student enrollment is from grass roots marketing efforts which is the ambassador approach or word of mouth. The next 30% is from prospects that move into your neighborhood and the final 10% is attributed to the universe or advertising. They introduced new tools and items available this year including lunch bags, chip clips, ornaments and bibs! They have moved away from the previous color palette of beige and burgundy to white and black. This makes it easier to highlight the different school logos and school colors used throughout the archdiocese. They have made the products easier to customize with our own photos, school logos, school colors, etc. They assess us a \$10.00 marketing fee per student based on the number of students we had enrolled at the start of the 2011 school year. This year we paid \$4,660. In return, we get a \$750 rebate to spend through the print portal. This is an increase from the \$500 rebate in past years but is contingent upon us paying our marketing fee by December 31st. Other archdioceses across the country have become interested in the Archdiocese of Milwaukee's marketing plan and they have decided to go

national. They have received over twenty inquiries and they are beginning to share their marketing plan with other archdioceses beginning with the Archdiocese of La Crosse. They are making plans for a Catholic schools walk set for November 2nd, 2013. It will be publicized as “Souls for Catholic Education Walk.” Their goal is to have thousands of people walk in support of Catholic education. This event will be held at the Milwaukee Mile at State Fair Park. Walkers will get pledges and each individual school will get to keep the funds that are raised.

- **District #4 Principal Meeting**

On Friday, September 21st, I attended the District #4 Principal Meeting. There are eleven principals that represent schools in District #4. Associate Superintendent, Sue Nelson from the Office of Schools was present. She informed us that we would be required to have all of our teachers participate in a professional development session focusing on the Math Common Core State Standards and the Rigor and Relevance framework. Some schools are doing this on an in-service day and other schools are offering this from 4:00-6:00 PM. As a district, we decided to offer this training on Thursday, October 11th. Unfortunately, due to the late notice regarding this training, I had already registered eleven teachers to attend a technology session at Marian University in Fond du Lac and another four teachers registered to attend the presentation by Jane E. Pollock at Alverno College. I will need to create the opportunity for these teachers to experience this training at an alternate time. The rest of the staff was present at St. Dominic’s on October 11th when this presentation was made by Lisa Kovaleski, principal of Waukesha Catholic.

- **Annual Fund**

On Wednesday, September 26th, the members of the Annual Fund Cabinet met with consultant Bernard DuMond from ISPD. Preparations are in full swing for the roll out of our first Annual Fund. Jim Swiderski and I met with communications director, Lauren Hanaman, on Thursday, October 4th to share information in regard to the necessary printed materials for the annual fund. At the October 15th Common Leadership Night, members of the cabinet will be presenting to each of the standing committees and inviting them to the upcoming Kick Off Reception on Thursday, November 1st. This will be held at SJV from 6:00-7:00 PM. Members of parish and school leadership and staff will be encouraged to attend in support of the Annual Fund.

- **St. Francis of Assisi Day, October 4th**

Christians everywhere celebrate the feast of St. Francis of Assisi on October 4th. In the spirit of this patron saint of animals and ecology, families were invited to bring their pets to have them blessed by Fr. Phillip Bogacki and Deacon John Ebel on Thursday, October 4th underneath the Church canopy. We had a wonderful turn out.

- **MAPA- Milwaukee Area Principals Association**

On Friday, October 5th, Jill Fischer and I attended the fall forum for Milwaukee Area Principals Association held at the Botanical Gardens in Muskego. Associate Superintendent, Sue Nelson presented a day-long session again focusing on the Common Core State Standards and the Rigor and Relevance framework. This will continue to be the focus of professional development throughout the year.

- **Fr. Phillip Bogacki – “Catholicism” Documentary Series**

At our faculty meeting on Monday, October 8th, Fr. Bogacki presented and facilitated our third session of the Catholicism series:

Lesson 3. That Which Nothing Greater can be Thought: The Ineffable Mystery of God. Fr. Barron climbs to the heights of Sinai and makes his way to Istanbul, walks the streets of Paris and then captivates the viewer with the glories of the Sistine Chapel in Rome—all to provide a vision of the ineffable majesty and mystery of God.

- **Professional Development Days – October 10th, 11th and 12th**

School was not in session on October 10th through the 12th as teachers participated in three days of professional development. Each year administrators plan ten days of professional development for their staff. This plan needs to incorporate adult faith formation as well as the necessary training to support our Plan for Improvement of Student Learning or Archdiocesan Data Action Plan. There are

new initiatives in education in regard to the Common Core State Standards and lesson design that institutes rigor and relevance.

On Wednesday, October 10th, we joined our Catholic school colleagues from District #4 from 7:45 AM -3:15 PM as we participated in the next session of “Sustaining the Mission.” District #4 is comprised of the eleven Catholic Schools in our immediate area. Collectively there are approximately 225 professional educators and administrators. Sustaining the Mission is the religious education certification program for Catholic Educators. This systematic program provides Catholic school educators with a solid foundation in their knowledge of the faith. Facilitated by the Saint Clare Center of Cardinal Stritch University, this program reflects the collaboration among the five Catholic colleges and universities of the GMCEC or Greater Milwaukee Catholic Education Consortium. Here are some of the session titles and presenters that taught Wednesday’s faith formation:

Understanding Church History

Mary Gentile, Theology Teacher – Catholic Memorial High School

Bath and Beyond: Baptism and Confirmation

Lynn Ann Reeseman, Director of Adult Faith Formation - St. Gabriel Parish

How Do We Believe?

Bishop Don Hying, Auxiliary Bishop - Archdiocese of Milwaukee

What is the Good News for our Students?

Michael Taylor, Director of School and Parish Programs – Saint Clare Center

Overview of the Old Testament

Sr. Margarita Ryan, Theology Teacher and Social Worker- Dominican High

Who is God?

Fr. Joe Juknialis, Pastor – Shepherd of the Hills Parish, Eden

On Thursday, October 11th, our professional development took us in several different directions. The Middle School teachers and many of the specialists departed from St. John Vianney School at 7:00 AM to drive to Marian University in Fond du Lac. The Wisconsin Association for Middle Level Education presented, “Inspiring Technology Integration at the Middle Level.” Middle Level Educators face new opportunities daily. In this age of readily accessible online resources and worldwide connections, they need to maximize the tools and information available to support student success. Effective teaching in the 21st century requires collaboration and progressive thinking to integrate the newest technologies into a rapidly changing educational environment.

As the middle school teachers and specialist participated in the Marian University professional development opportunity, members of the SJV Learning Support Leadership Team traveled to Alverno College to spend the day listening to nationally renowned speaker, Jane E. Pollock. Author of Minding the Achievement Gap One Classroom at a Time and Improving Student Learning One Teacher at a Time, Jane E. Pollock addressed unit preparation and design that aligns instruction with the common core standards, connecting curriculum, instruction, assessment and feedback, and the authentic integration of high yield strategies within each lesson.

The remaining twelve members of our staff attended a professional development opportunity all morning at St. Dominic’s School. Facilitator and Principal of Waukesha Catholic, Lisa Kovaleski, provided an overview of the Math Common Core State Standards and the Rigor and Relevance Framework. We returned to SJV in the afternoon where reading teacher, Courtney Albright, provided an overview of running records and analysis of these reading records to gauge fluency and determine comprehension.

We culminated our three days of professional development by attending the Catholic Educators Conference: A Commitment to Excellence. We came together at the Frontier Airlines Center on Friday, October 12th, as a community of 2,500 men and women called by God to share in the teaching mission of the Church in the Archdiocese of Milwaukee. This year’s convention theme focused on three specific areas of professional development that supported and reflected school improvement initiatives of all Archdiocesan schools:

* 21st Century Learning and the Effective Use of Technology

- * Quality Instruction and Assessment That Support Learning
- * Student Wellness

- **Year of Faith Opening Mass**

October 2012 marks the 50th anniversary of the opening of the Second Vatican Council in the Catholic Church and the 20th anniversary of the publication of the Catechism of the Catholic Church. In recognition of these events, October 11, 2012 until November 24, 2013 Pope Benedict XVI has designated as the “Year of Faith”. I had the opportunity to attend the official Opening Mass at the Cathedral of St. John the Evangelist in Milwaukee on Thursday evening, October 11th. All catechists, Catholic school teachers and principals that were present were given a copy of the Catechism of the Catholic Church. Thanks to the generosity of a group of donors, all catechists and teachers will also receive their own personal copy.

- **Upcoming Meetings/Events:**

October 15 th	Common Leadership Night
October 16 th	Technology Committee Meeting
October 17 th	Home and School Executive Board Meeting 1:30 PM
October 18 th	Pastoral Staff Meeting 8:30 AM-9:30 AM
October 17-19 th	Accreditation Team at St. Mary's Hales (Pam)
October 17 th	Athletic Association Meeting at 6:30 PM
October 18 th	Technology Committee Meeting 7:00 PM
October 19 th	District #4 Principals' Meeting
October 22 nd	Learning Support Leadership Team noon-3:00 PM Unit Leader Meeting
October 23 rd	Advancement Committee Meeting 6:00 PM
October 24 th	Home and School Meeting 9:30 AM in P209 Annual Fund Meeting 6:00 PM
October 29 th	Unit Meetings- Presentation of Annual Fund to Staff 3:00 PM
October 30 th	Open House and Fall Fest Concert
November 1 st	Kick Off Reception for Annual Fund