

Format for Committee Reports St. John Vianney Parish

Name of Committee: School Committee

Date of Meeting: September 12, 2016

Members Present: Lynn Byrne, Chair
ex-officio

President Pam Pyzyk -

Palma Forte, Secretary
Elizabeth Lange

Principal Dan Demeter - ex-officio
JoAnn Cekanor - Pastoral Council

Liaison

Barb Corby

Laura Russell, Home and School

Liaison

Joseph Budovec

Joy Graf

AnnMarie Hoyme

Elizabeth Lange

Members Absent: Jennie Minnessale, Vice-Chair
Maureen Bouda

Guests: Gloria Goss, Learning Resource Teacher
Rachel Borkowski, Middle School Teacher
Sharon Heinen, Middle School Teacher
Robert Scott, Chair of the Pastoral Council

1. Topics/Issues/Projects/Strategic Plan Initiatives Discussed

- New format for school committee meetings - less reporting and more time for discussion on actionable items; all documents (committee agendas, subcommittee reports, President's Report, Principal's Report, Home and School actionable items report) will be posted at least 3 days in advance on Google docs and read by members before the meeting
- October's agenda will be changed and will be an orientation regarding duties and responsibilities for all committee members; comprehensive documents will be prepared outlining the duties of each member and will be used at discernment time; the goal is to eventually have everything needed to run the school committee and subcommittees on Google docs.
- Tabled preliminary School Committee Strategic Plan 2016-2017 until October meeting - this plan will need to be updated as we go forward
- President's Report - Current enrollment is 375; we welcomed 47 new students and 29 new families; starting with the 2017-2018 school year SJV will be offering an all-day K4 program in addition to its half day program; K4 will be brought into the school proper; goal is to fill all 40 available spots in the K4 program; tuition rate will be the same for whole-day and half day K4 programs; all day K4 program is necessary to stay competitive and grow enrollment as we are currently losing interested prospective K4 families to schools with all day K4 programs. Annual Fund 2016-2017 campaign kicks off on the weekend of September 24th and 25th. The annual fund cabinet has set this year's goal at \$200,000.00.

- Principal's Report - school initiatives for 2016-2017 - (1) Run, Fight, Hide School Safety Program which gives students and staff members options depending on the threat (students to be trained); (2) SJV is utilizing a non-punitive anti-bullying program known as Virtue Based Restorative Discipline (VBRD) - this year's focus is to teach about virtues, specifically unity; (3) Assessment Practices will include learning targets for students, formative assessment and feedback from the teachers, and homework practices; (4) School Improvement Plans that will focus on technology to differentiate instruction, assessment practices, and Catholic Identity
- Teachers - Middle school teachers initiated VBRD on the first day of school by mixing 6th, 7th, and 8th graders into different color groups and each discussed a virtue; new middle school electives this year include a STEM project, discipleship, and a monthly student newspaper that will be included with the Shamrock weekly
- Home & School - there was a Bids for Kids Auction kickoff at PIN night - goal is to get younger families involved and enthusiastic about the auction
- Finance, long range planning, and policy subcommittees have not met yet
- Advancement subcommittee met on September 7, 2016 - full committee discussion about the marketing tools (bibs and magnets, 4K, parade, farmer's market, Shamrock Success); discussion about changing the refrigerator magnets to something else - no consensus reached

2. Decisions Made

- All Day K4 Task Force will be formed - advancement subcommittee members and long range planning subcommittee members will conduct and complete a benchmark study (cost of tuition, hours of programming, class size, etc.) and develop our marketing strategy; a tri-fold brochure focusing on K4 and a postcard will be developed
- Policy will need to be written in regard to early admission for K4 students and rules governing the whole-day programming versus the choice of half-day transitioning into whole-day programming
- It remains unclear as to when the Archdiocese will be done revising policies - so the policy subcommittee will possibly review the teacher's handbook policy
- Home & School will no longer report at committee meetings but instead will present their needs and actionable items

3. Follow-up Work – Person (s) Responsible

- Before the October meeting each subcommittee chair will prepare a Guidelines & Timeline document (similar to the Long Range Planning Committee Guidelines & Timeline distributed at the meeting) outlining in detail their committee's responsibilities and duties

4. Next Meeting: Date/Major Agenda Items)

- October 10, 2016 - Subcommittee Guidelines and Timeline documents; member orientation

To: Pastoral Council

- **FYI. No action needed at this time**
- **Please put us on your next agenda. See attachment. We need direction, please. See attachment.**
- **Other:**