

Format for Committee Reports St. John Vianney Parish

Name of Committee: School Committee

Date of Meeting: October 10, 2016

Members Present:

- Lynn Byrne, Chair
- Jennie Minessale, Vice-Chair
- Palma Forte, Secretary
- Maureen Bouda
- Elizabeth Lange
- Barb Corby
- Joseph Budovec
- Joy Graf
- Annamarie Hoyme
- Joann Cekanor, Pastoral Council Liaison
- President Pam Pyzyk, ex-officio
- Principal Dan Demeter, ex-officio
- Laura Russell, Home & School Liaison

Members Absent:

Guests:

- Brittany Endisch, Middle School Science Teacher
- Emily Kosterman, 5 Year Old Kindergarten Teacher
- Francis Dempsey, Middle School Social Studies Teacher

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

- **President's Report -**
Cure d'Ars Annual Fund 2016-2017 - booklets arrived in the mail the week of October 2nd; goal is \$200,000; Monica and Mike O'Brien will begin to talk with school families to gain support for the fund.

Current school enrollment is 375.

All Day Kindergarten Program for 4 year olds 2017-2018 - K4 Task Force comprised of members of both the advancement and long range planning subcommittees completed a benchmark study of 23 schools with K4, preschool and day care programs (cost of tuition, hours of programming, class size, etc.); we are in the process of developing a tri-fold brochure and a postcard focusing on our new all day K4 program; discussion as to whether the brochure would be included in the November 8th mailing of the Stepping Stone letters or whether a separate mailing to parish families that have 3 and 4 year old children would be done.

School Security - City of Brookfield Police will again conduct walk throughs of all Brookfield schools including SJV starting this fall - this way in the event of an emergency the police will be familiar with our building; Dan Demeter will announce and inform the parents through the Shamrock Weekly and Pam Pyzyk will try to inform the teachers and students in advance to prevent alarm.

Bids for Kids Auction - auction chairs held a meeting on September 29th with committee chairs and interested volunteers; acquisitions met on September 21st and their work is underway; sponsorship letters have been developed and distributed; a meeting at the Hilton is scheduled for October 26th.

- **Principal's Report** - A virtue pep rally was held on September 20th to celebrate our new Virtue Based Restorative Discipline (VBRD) program - to demonstrate our unity, the entire school created a prayer chain, which is hanging in our cafeteria.

Staff development will be taking place on October 13th (focus on unit planning and rethinking traditional assessment strategies; best practices on homework and assessment), October 14th (Milwaukee Catholic Educator's Convention; SJV will also be presented with three exemplary awards: Mission and Catholic Identity, Educating the Whole Child, and Academic Excellence), and on October 17th (Sustaining the Mission program, which is a series of adult faith formation sessions).

School Safety Update - on October 5th the students were instructed about Run-Hide-Fight and how it helps keep our school safe; goals for the 2016-2017 school year are to conduct school safety drills to get students and staff more used to the process and to work with the Brookfield PD and FD to ensure that we are doing all we can to keep our students safe.

Community - Mr. and Mrs. Blaha have started a middle school cross-country team for the fall 2016 season - 13 students have signed up and have already competed in a couple of meets with local, public schools.

- **Teachers' Reports** - Middle school has done the following science labs - 6th grade has done a mineral identification lab, 7th grade performed squid dissections at Discovery World, and 8th grade has done a mini-unit on mixtures and compounds.
Mr. Dempsey is teaching a new middle school elective that is a STEM elective - the students are learning about technology and coding through Lego robotics; students have to program the robots and are really enjoying this elective.

Kindergarten teachers are utilizing alternative seating options for their students to help with fidgeting and fighting (standing table, yoga balls, scoop chairs for reading, etc); primary math night for families (to suggest math games) had a great turn out.

- **Home & School Report** - Bids for Kids Auction is being worked on; this year's play/musical (to be announced at the Vianney Varieties) will include music, dancing, and acting parts to allow for more student options and to increase the number of students involved; the music teacher will be teaching the two songs that will be used for auditions.
- **Subcommittee Chair Reports**

Advancement Subcommittee - full-time K4 program - K4 benchmark study completed; advertisement and promotion of our K4 program; tri-fold pamphlet is being developed and is in the rough draft stage; the timing of the K4 brochure mailing with the Stepping Stones mailings is being discussed; on November 16, 2016, the K4 program will be open for enrollment to current school families, then the program will be open to the parish; the new building plans will be shown at church. It was decided that a pad of paper advertising the school would replace the magnet in the Stepping Stones mailings. How to promote the three Exemplary Awards received this year is under discussion.

Policy Subcommittee - policy will be written regarding the K4 program, specifically that families cannot switch from part-time to full time and vice versa until semester end or third quarter. Policy regarding cell phone use will also be updated - it will be added that the school bus is an extension of the school day and that the cell phone policy is in effect on the bus too.

Long Range Planning - Shamrock Success is being finalized and will be distributed in November with report cards. Alumni database project - will be looking at what some other schools are doing and will probably talk to high schools; Annual Fund is working on this as well so there will be some funds available to help set up the database. Work on the parent survey will be done at the end of 2016 and the beginning of 2017.

Finance Subcommittee - is doing a benchmark project (to be completed by the end of October) comparing our tuition, fees, and costs with those of other schools to see if we are competitive; first quarter financial statements will be reviewed with Pam Pyzyk in November.

- **New Member Orientation - demonstration was done on using Google Drive. At the end of the year the current chair will clean up the google drive by archiving this year's documents and getting the drive ready for the incoming year.**

2. Decisions Made

- **All school committee members need to support the Annual Fund with a gift of time, talent, treasure or gift of prayer.**

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

- **Barb Corby is researching to determine if there are any upcoming preschool fairs in our area that SJV could participate in to market our new all day K4 program.**
- **All committee members will attend a subcommittee meeting this year for a subcommittee they are not part of. The purpose is to obtain a better understanding of the operations of other school subcommittees.**

4. Next Meeting: Date/Major Agenda Items

November 14, 2016

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:**