

## **Format for Committee Reports St. John Vianney Parish**

**Name of Committee:**           **School Committee**

**Date of Meeting:**           **January 15, 2018**

**Members Present:**           **Lynn Byrne, Chair**  
   **Barb Corby, Vice-Chair**  
   **Palma Forte, Secretary**  
   **Sara Dwyer**  
   **AnnMarie Hoyme**  
   **Jennie Minessale**  
   **Laura Russell**  
   **Karla Schmidt**  
   **Aimee Sullivan**  
   **President Pam Pyzyk, ex-officio**  
   **Principal Dan Demeter, ex-officio**  
   **Joann Cekanor, Pastoral Council Liaison**  
   **Amy Kelly, Home & School Liaison**

**Members Absent:**

**Guests:**                       **Rachel Borkowski, 7th Grade ELA/Religion Teacher**  
   **Sharon Heinen, 8th ELA/Religion Teacher**  
   **Brittany Endisch, Middle School Science Teacher**

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

- President's Report - Annual Fund Update - The Annual Fund has surpassed revenue generated at this same time last year. Pledged to date: \$95,849.00; paid to date with pledge: \$72,730.00; paid to date with no pledge: \$18,894.75; Total paid to date: \$91,624.77.

Marketing: Full Day Kindergarten Program for Four Year Olds and Five Year Old Kindergarten: The marketing techniques for the K4 and K5 Open Houses held on January 8 and 11, 2018, included: lobby monitors, Shamrock Weekly Newsletter, school sign, facebook, facebook ads, parish bulletin, and e-bulletin. A city of Brookfield sign permit was obtained and beginning December 5, 2017, a large banner was posted on the corner of Calhoun and Gebhardt, as well as 100 yard signs being strategically placed on December 6, 2017. Open House posters were displayed in area business locations beginning December 6, 2017. A tri-fold K4 brochure, accompanied by a letter from the school president, was mailed December 23, 2017, to all parish families with 3, 4, and 5 year olds. A postcard campaign was mailed on December 26, 2017, to the 3 zip codes: 53005, 53045, and 53151. An email invitation was sent on January 5, 2018, to all parish families with 4 and 5 year olds reminding them to attend the January Open Houses. Home & School volunteers placed personal phone calls to all parish families of 4 and 5 year olds (approximately 120 families) inviting them to attend the January Open House events and requesting a RSVP. Twelve families attended each Open House event. On Monday, January 8th, families interested in K4, K5, and one for 6th grade attended, and on Thursday, January 11th, all 12 families who attended were interested in K4. President Pam Pyzyk sends a follow-up letter to each family who attends. Our next open house occurs on January 28, 2018, during Catholic Schools week and our 60th Anniversary celebration.

Enrollment - Current enrollment is 368. We have 44 students graduating from 8th grade in June, 2018. Approximately 22 spots for K4 have already been filled. For the last 3 years, SJV enrolls 50-60 new students each year. As of January 5th, enrollment for K4-8th grade was at 303, and SJV was still waiting to receive deposits and registration paperwork for 28 of its current students. If all of those 28 students return, projected enrollment for 2018-2019 would stand at 331 students plus any new enrollees after January 5, 2018. The number of students indicating they will not return for 2018-2019: 18 students, of which 12 are K4 students. Of the 48 current K4 students: number registered for K5 is 27 students; number not yet registered is 9 students; number indicating they will not return for K5 is 12 students (25 % - as anticipated because they have older siblings attending public school).

- **Principal's Report - 3rd Quarter Virtue Based Restorative Discipline (VBRD) Update** - The third quarter virtue will be gratitude, which was chosen for a number of reasons: gratitude for our school and new facilities, for Catholic Education as we celebrate Catholic Schools Week, for Jesus as we observe the Holy Season of Lent, for our teachers, for each other, for our family and friends. On January 23, 2018, SJV will start with an all-school assembly to promote and raise awareness of our gratitude. Throughout the quarter, the Principal will determine and implement different events that will be held with virtue families to keep gratitude on the hearts and minds of our students and staff.  
**What are the Teachers Working On?** - In addition to their own SMART Goals, the teachers identified the following 3 areas to target in the second half of the school year: (1) Restorative practices to continue to support and help our students resolve issues that occur during the day; (2) Successfully implementing the science curriculum to foster a true sense of inquiry and project based learning; and (3) Formative assessment strategies to continually assess and monitor our students' progress.
- **Teacher's Reports - Brittany Endisch** - The new next generation science standards are being implemented and supported through the use of our science textbooks. The science series contains less topics, but the topics are covered more in depth. There is an online component, students will be taking less notes, there is more student and teacher interaction vs teacher lecturing, and there will be labs and experiments. The 6th grade made model cars at the completion of a unit.  
**Rachel Borkowski and Sharon Heinen** - Catholic Schools Week Speeches being written by the 8th grade students focus on the theme loyalty - past, present, and future. Students have had many strong discussions on the theme. Ms. Borkowski and Ms. Heinen are currently in the process of grading the speeches so that they can select students to present their speeches at Masses on January 27, 28 and 31, 2018, of Catholic Schools Week.
- **Home & School Report** - Due to the proceeds from the successful Scholastic Book Fair held in the fall, the new shelf in the library has been set up, and there is much student excitement around it. During the spring fine arts night to be held on May 21, 2018, there will be a Scholastic Book Fair that night only, offering buy one, get one free packages to the students. The Secret Santa Shop and the Father Daughter Dance were both successful events. During Catholic Schools Week many activities have been scheduled, including school virtue families service project of preparing bag lunches to be delivered to the Salvation Army and Hebron House, and a middle school trivia contest. Games and music from the 1950s are planned for the 60th Anniversary celebration. Fine Arts will feature the spring musical *The Lion King, Jr.*
- **Sub-Committee Chair Reports - Advancement** - The January Open Houses were successful; see President's Report for details. Yard signs advertising the Open Houses were successfully placed in December 2017, with the exception of the Elm Grove area where signs were being removed. Starting next year, Elm Grove parish members will be asked to put yard signs in their front yards. Phone calls will be made to the parish members, and a committee member will place the signs.  
**Long Range Planning - Alumni Database Update** - The database continues to be successfully updated, Of the 3,000 alumni in the database, 1,800 updates have been confidently completed (1,000 are parishioners and 800 are non-parishioners). The subcommittee is working on how we are going to keep the database updated in the future through email or some other method.  
**Policy - Policy Handbook Updates and Attendance Letters** - All committee members received some new and revised policies for the SJV Handbook, as well as the attendance letters, in advance of this meeting. To

date, the new policies under Health and Safety are Weapon-Free Zones and Life Saving Skills Instruction. To date, the revised policies under Academic Expectations include School Grading Practices, Assessment of Student Learning, and Homework,

Finance - Review of monthly statements continues.

- Catholic Schools Week/Anniversary Celebration - A School Committee table, needing 2 members to volunteer, will be set up on January 28, 2018. Two committee members volunteered.

## **2. Decisions Made**

- Since 30% of our students are from out of the area, we need to promote carpooling for those families that are from Waukesha, New Berlin, and Pewaukee.
- We are going to include a question in the parent survey to determine if there is an interest in a morning, before school childcare.

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

All committee members need to be thinking about and coming up with a list of potential candidates to be discerned for the School Committee for the 2018-2019 school year.

## **4. Next Meeting: Date/Major Agenda Items**

**February 12, 2018**

**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:**