

**Sacred Heart Area School  
Board Meeting  
Wednesday, December 2, 2015**

The meeting was called to order by Tom Brichacek, and the opening prayer was led by Fr. Joe Korf. Those present were Jim Opelia, RoAnn Trout, Carol Lisson, Tracey Kloeckl-Jiménez, Michael Cole, Chris Perius, Tom Brichacek and Fr. Joe Korf. Katie Noska was absent. Michael moved to accept the agenda. Chris seconded. Agenda was approved. Chris moved to accept the November minutes. Michael seconded. Minutes were approved.

**Parochial School Report**

**Recent Happenings:**

**MNSAA Conference** was held Friday, November 6<sup>th</sup> in Eagan, MN. Jim Opelia attended.

**Veterans Day Program** was held in the school gym on November 11<sup>th</sup> at 10 am with guest speaker Jim Vollegraf. Students paid tribute to Veterans through singing, storytelling, and acting. There were over 100 visitors in attendance.

**Marzano Training** was held for school leaders of the diocese in Sartell, MN on November 12<sup>th</sup>. Jim Opelia attended.

**Parent Teacher Conferences** were held from 3:30-8:00 pm on November 12<sup>th</sup>.

Faculty continued Marzano training at the November 24<sup>th</sup> early out.

**Upcoming Events:**

**Marzano training** will continue for the faculty on early-outs and designated PLC times throughout the year.

The school will be conducting the **OLPA-Optional Local Purpose Assessment** (practice for the MCA) tests during this coming week (Dec. 7 – 11).

**SHAS Christmas Program** will be held Wed. December 16<sup>th</sup> at 1:30 and 6:30pm

**Christmas Around the World** activities will take place on Thursday December 17<sup>th</sup> in SHAS classrooms with guests Dianne Japke and the foreign exchange students of the school district. Exchange students will have presentations to share with SHAS students on their homelands with fun Christmas activities to follow.

**SHAS students will be Baking Apple Pies** with parishioners on Friday December 18<sup>th</sup> after mass.

**There will be a ½ day of school on Tues. December 22<sup>nd</sup>** for the start of the Christmas break. Students will be release 3 hours early (12:05pm). There will be no after school care this day.

**Fundraising Report** (Carol L. and Katie N.):

There was a Carnival meeting on Monday, Nov. 16 at 5:30 p.m. Carol attended as the SHAS Advisory Board representative. She reported to the Board that Carnival committee looked at the games currently in storage and also came up with some new games. Carol also reported that the parent carnival donation was currently around \$500, which is down from last year's donation. There was some discussion as to whether parents can still donate for this purpose, and yes, monetary donations would still be accepted for this raffle item.

**Budget and Finance** (Tom B. and Chris P.) No report this month

**Personnel and Human Resources** (Michael C. and Tracey K-J) No report this month. Jim will let us know when it will be appropriate to meet with teachers to discuss any concerns they may have. Tracey could meet with any instructors this Friday, Dec. 4 at 3:00 p.m., toward the end of their Early Release meeting time.

**PR/Mktg./Dev.** (Tom B. and Tracey K-J) This committee will meet on Thursday, Jan. 7 to discuss the March 22 Open House and Round-up. Tracey will also bring samples of a WORDL poster we could post around town advertising the event.

**Curriculum/ Technology** (Chris P. and Michael C) This committee met recently and discussed the NWA test score results from the 2014-2015 school year. They also took another look at Marzano's Taxonomy and agreed with the principal that we as a school need a renewed focus on this during the current school year.

### **Old Business**

The Teacher Retention/Teacher Contracts Issue was reviewed and discussed. Tracey moved to accept the Teacher Contract as written. Michael seconded. Approved.

The SHAS Advisory Board members were each given both a digital copy (via e-mail) and a hard copy of the MNSAA Standard 6 Final Draft to review by the end of the year. **Board members will read and get any revisions to Chris Perius by Jan. 1, 2016.** Chris will get a revised copy to all board members before our Jan. 13, 2016 meeting for final approval.

### **New Business**

Principal Jim Opelia presented the board with a Teacher Handbook Update. Under the Table of Contents is added the following:

*XI. Appendix D – Sexual Misconduct Policy and Guidelines for Ethics and Integrity*

*(Refer to SHAS school office or Saint Cloud Diocese Website under Safe Environment)*

Chris Perius moved to accept the update. Tracey K-J seconded. Teacher Handbook Update approved.

Michael Cole moved to designate Principal Jim Opelia as the official with authority to access the MDE website. Chris Perius seconded. Designation of Jim Opelia as the official with authority to access the MDE website passed.

**Next meeting** – Wednesday, January 13, 2016 at 5 p.m.

The Board then moved into a closed session where the board analyzed and discussed the data from the NWEA test scores. Chris Perius and Michael Cole will meet with teachers this coming Friday, Dec. 4 during Early Release Time to discuss strategies on how to get students scoring even higher on both Fall as well as Spring NWEA scores.

**Meeting Adjourned at 6:20 p.m.** - by Tom Brichacek.

**Closing prayer-** led by Fr. Joe Korf.

Respectfully submitted, Tracey Kloeckl-Jiménez