

**Sacred Heart Area School
Board Meeting
Wednesday, January 13, 2016**

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

Parochial School Report

Recent Happenings:

SHAS Christmas Program was held December 16th at 1:00 and 6:30pm. Out Preschoolers and kindergarteners performed “Let’s Dress Up for Christmas”, while grades 1-5 performed “The Christmas Chronicles”. Both performances were brilliant, bringing the true meaning of Christmas to all in attendance.

Christmas Around the World – On December 17th SHAS students enjoyed a fun and educational visit from district foreign exchange students, led by Mrs. Diane Japke. These visitors shared Christmas traditions in their homelands, which were quite different from our own. Our guests were from Norway, Poland, Czech Republic, Germany, England, Argentina, Brazil, and Spain. Children participated in activities from dances to crafts from these countries.

SHAS students were Baking Apple Pies with parishioners on Friday December 18th after mass, to bring home that day.

School was let out at 12:05 pm on December 22nd for the start of the Christmas break.

Upcoming Events:

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

Catholic Schools Week - The SHAS 4-5 grade students will be hosting a **spaghetti dinner after the 5 pm Mass on January 30th at SH** and a **pancake breakfast after 10:30am Mass on January 31st** (CSW Kick-off Masses). Free will donations are accepted to go toward their spring fieldtrip to the state capitol and science museum. Catholic Schools Week (CSW) will be observed across the nation January 31st-February 5th. Throughout CSW we will celebrate who we are as a Catholic school through community outreach and fun events, including a community dance February 3rd at 6pm.

Carnival - The SHAS carnival will be held February 7th with fun, food, and games from 9:30-1:30. The raffle drawing will begin at 1:30pm.

I Love to Read Month – will be celebrated again this year from the 2nd week of February – the 1st week of March concluding with Dr. Seuss Week. There will be various incentives and fun approaches to reading for the students during this month. The goal is to create lifelong readers.

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

The Carnival planning is in progress and has been meeting regularly. There will be a Spring Blast Planning meeting on Thurs., Jan 21 at 5:30 pm. **Fish Fry Fridays** will take place this year from Friday, Feb. 12 through Lent. It will NOT be held on Good Friday.

Budget and Finance (Tom B. and Chris P.) No report this month. This committee will meet Thursday, Jan. 14 at 6pm.

Personnel and Human Resources (Michael C. and Tracey K-J) Tracey met with instructors on Friday, Dec. 4 at 3:00 p.m., toward the end of their Early Release meeting time. 1) The teachers understand the cost of putting in a **land line and were wondering if this might be a Spring Blast item.** 2) There was communication with the teachers regarding the **Christmas Craft Fair funds** and how they were available for teachers to use if they had a specific need for their classroom. Shela McIlravy would keep track of requests and amounts, so that all classrooms benefit equally. There will be no Christmas Craft Fair this year. 3) Some teachers mentioned frustrations with the Promethean Smart Board Pens not always working. It is vital that we have some plan to keep technology updated and working. There was a question as to whether some **Fish Fry Funds were to be used for technology?** And finally, 4) the preschool lead teacher mentioned the necessity for ongoing attention to preschool team communication and respect for the chain of command at that level.

PR/Mktg./Dev. (Tom B. and Tracey K-J) This committee met on Thursday, Jan. 7 to discuss the March 22 Open House and Round-up. Jim Opelia shared the rough draft of a poster advertising the event. The committee decided to have a 6pm start time where pizza will be available for families. The program will start at 6:30 pm Jim Opelia also shared a "Save the Date" letter which will be mailed to all families within the parishes of St. Michael's and Sacred Heart with preschool children. The letter includes the Feb. 3 Catholic Schools Week Dance, the Feb. 7 Carnival and the March 22 Open House and Round-Up. Tracey brought samples of a WORDL poster we could post around town advertising the March 22 event and the school's strengths in general. There was talk at the Advisory Board meeting of trying to reach parents of students from the Verndale, Wadena and Pillager areas to let them know more about the strengths of our school.

Curriculum/ Technology (Chris P. and Michael C) This committee met with the teachers during the early release on December 4 and discussed the NWEA test score results from the 2014-2015 school year. They commended the teachers on what they are doing well and discussed strategies on how to get students scoring even higher on both Fall as well as Spring NWEA scores. There was general agreement that we need to continue to challenge *all* students, so that scores continue to increase. Tracey (who had arrived for a Personnel meeting), joined the group and brought up the Bridge Activity Books Program, which keeps students working through the summer and would help minimize the drop in ability/testing scores which typically occurs over the summer. The teachers were in agreement that this would be a worthwhile endeavor. Tracey, Shela and RoAnn will investigate appropriate resources.

Old Business

Chris brought a revised copy of the MNSAA Standard 6 to all board members for final approval. There was consensus among Advisory Board members that the information was appropriate.

New Business

Jim Opelia updated the School Advisory Board on the process of becoming listed on the “Parent Aware” website. Missing items will be taken care of by March 31, and the school should receive a rating in June.

Jim had the advisory board look over both the Parish/Community Survey as well as the Parent/Student Survey (of the School). Changes will be made to ask how community members feel that the school is serving the parish and vice versa.

Finally, Jim presented the Board with an analysis of 29 Catholic Schools in the area; which included tuition, per pupil cost, Beginning Teacher Salary, Max Teacher Salary, and Salary of those with a MA. The chart also compared family tuition costs for 1, 2, and 3 students (Sacred Heart, Perham, Browerville and Long Prairie). The average increase between beginning teacher and max teacher salaries was ~\$10,500. Sacred Heart’s increase was on the low end of the scale with a beginning salary– max salary increase of under \$5,000. There was general consensus that more needs to be done to bring the incremental increase in our teacher salaries more in line with those of surrounding schools. Jim and the Budget and Finance Committee will keep this information in mind when coming up with a proposal for next year’s tuition and teachers’ salaries.

Next meeting – Wednesday, February 3, 2016 at 5 p.m.

Meeting Adjourned at 6:55 p.m. - by Katie Noska.

Closing prayer- led by Jim Opelia.

Respectfully submitted, Tracey Kloeckl-Jiménez