

## **School Advisory Commission Minutes: August, 15<sup>th</sup> 2022**

**Present:** Marty Van Hulle, Angie Lois, Ashley Packee, Jamie Von Rueden, Laura Swenson, Lindsey Mueller, Katy Anheuser, Holly Walter, Kristie Hall, Liz Udovich, Cliff Johnson; Lindsay Schweikert

**Host:** Kristie Hall

**Opening Prayer:** Jamie Von Rueden

### **Items:**

- **Principal Update – Marty**
  - Staff vacancies are not unique to SAL, this is a challenge facing both private and public schools and will continue for some time.
    - Staff Vacancies
      - Full-time EDC; Filled (hoping to find one more full/part time person)
      - 2<sup>nd</sup> grade teacher; Filled
      - Full-time Instructional Aid; Filled
      - 5<sup>th</sup> grade teacher; Open
        - This new vacancy will be tough to fill, while there is one candidate who expressed interest, there is a plan B in place to fill this role with a current staff member.
  - *Updates for the school year:*
    - It is vital that families fulfill their three per trimester volunteer duty, when at all possible, to relieve staff and fill the gaps.
    - The DARE program is under evaluation. Based on cost and effectiveness this program may be removed or replaced this school year.
    - An expert will be doing a security scan of the school and its operations in the coming weeks.
- **Volunteering**
  - *Safe Environment Training*
    - Anyone volunteering in school MUST have completed the initial Safe Environment training through the Arch and complete a renewal every 5 years when contacted by the Arch. Every effort is being made to advertise this to our new families, Ashley is looking into either organizing a group to attend or looking into hosting a session in house or nearby if possible.
  - *Volunteer Opportunities*
    - The office will work with families who are unable to help during the day, however, these families shouldn't have much trouble filling their slots from the updated sub list.
    - For playground duty, Volunteers may bring younger kids, and half day kindergarteners are welcome to stay for lunch/recess those days.
    - A list of Volunteer needs and descriptions would be helpful especially for new families. Could we put together a video highlighting Volunteer opportunities for Parent Night?

- Volunteer opportunities are opening back up, the messaging should be “We get to” not “We have to”.
- Tracking of Volunteer Hours? Open for further discussion.

- **New Families Update – Angie**

- *There are currently 15 New Families:*

- A successful New Family and New Sibling Playdate was held on the playground on August 10<sup>th</sup>. New, New Sibling, Mentor, and SAC families were in attendance. SAL swag was handed out, snacks provided, Mentor/Mentee families were able to meet up, and SAC members were on hand to introduce themselves.
    - Welcome to SAL yard signs will be delivered to all new students and new siblings the week of August 15<sup>th</sup>. Pictures will be posted to SAL Families FB page if available.
    - White totes/Snow pants bags will be delivered to teachers next week to give to students on Back to School Night.
    - An email will be sent to Mentor/Mentee families next week with important dates, reminders, sign-ups and the “Important Things to Know” handout for new families.
    - Lindsey Mueller will contact New Families to begin work on the New Family Handbook which will be compiled and distributed via hard copy to all school families. New Families will also be featured on Facebook pages.

- **Marketing Update – Jamie**

- *Marketing Materials and Photography:*

- The pop-up background has been delivered and will be set up on Back to School Night for photo opps.
    - Keychains were ordered but may not be here in time for opening Mass due to supply chain delays.
    - The gym floor is being resurfaced so the all-school picture will take place later with a future Mission Wear shirt day once floor is done.
    - Leah Scheuber has joined the staff so Jamie will fill in for photography needs this year.

\* A side note regarding the gym floor: resurfacing this floor is an expensive undertaking and every effort should be made to have kids in clean soles when using this space.

- **Teacher Appreciation – Katy**

- *FRIENDS (TV show) themed for the year.*

- “I’ll be there for you” banner with episodes “The One Where...”.
    - Balloons, breakfast, and lunch will be provided to teachers the first Thursday and Friday back in the building, with a special catered breakfast on Friday.
    - Teachers will receive flair pens and motivational stickers the first day of school and a coffee order on Labor Day Friday

- Teacher wish lists will be coordinated. Marty is looking into bringing back the Scholastic Book Fairs.
- **Policy – Laura**
  - *Handbook*
    - The office is working on formatting the handbook, Laura and team are available to work on updating this when the time comes.
  - *Surveys*
    - Marty will review the past parent surveys and will decide how to proceed.
    - Should teacher evaluations be employed? Not at this time. Marty is prioritizing his time to be spent in the classrooms. Any results or information that would arise from future surveys will be tied directly to building and/or classroom goals.
- **Parent Engagement – Ashley**
  - *Back to School*
    - Back to School Night will operate as it has in the past, no changes here.
    - First Day of School, same as last year with red carpet and music welcoming kids back, opening Mass, kids dismissed directly to teachers by class.
    - Back to School Picnic hosted by SAC, Sunday, August 28<sup>th</sup>. Pizza and entertainment provided.
    - Parent Nights: Marty would like to see how these go and then review the timing for next year. Would it be helpful to hold these sessions before the first day of school? Should SAC provide volunteer spotlights during this time?
    - SAC Minutes will be made readily available to the school community via the newsletter or website. SAC information will be updated on Parish website.
  - *Event Calendar*
    - Ashley is working on confirming events and dates for the upcoming year so that Jamie may compile into a master calendar.
  - *Culver's Nights*
    - Holly is working on confirmation, but it will likely continue as 3<sup>rd</sup> Tuesday of every month. Also will confirm if teachers are able to serve again.
  - *Mission Coordinator*
    - Ashley is looking for someone to help tie the mission of the school and parish together more efficiently. Michelle Lukas has expressed interest in advertising to new families so she might be a good place to start.
    - Lindsey mentioned Stewardship has also discussed how to tie the school into some of their efforts.
  - *Room Parent Coordinator – Holly*
    - Invites were sent out to last year's Room Parents, a couple classes switched out and 2 new families volunteered for the 3K class! Holly will send out an email to Room Parents after each SAC meeting, along with teacher wish lists, party, gift, and volunteer information.

Respectfully Submitted,  
Angie Lois, School Advisory Commission Secretary