MINUTES/NOTES

School Advisory Committee Meeting

November 8, 2022
6:45 – End Time
School Lounge

Current Members:

Attendee Names	Term Expires	Term #	Occupation	Current Position
Tiffany McHugh	6/30/2023	2nd	Special Education Teacher	
Rachel McCarthy	6/30/2023	2nd	School Psychologist	Secretary
Amber Simonds	6/30/2024	2nd	Director of Tax	Chair
Linda Enriquez	6/30/2024	1st	Speech Pathologist	
Teresa Whitt	6/30/2024	1st	Painter	*Saints Peter and Paul Representative*
Brian Plamann	6/30/2025	1st	Risk Manager	
Diane Cross				Trustee
Phil Schmidt				Trustee
Fr. Michael Warden				Pastor
Liz Arbinger				Staff
Deb Fuller				Staff
Luke Gietman				Staff

Meeting Norms:

Start on Time, End on Time
Be open and honest
Respect the ideas, thoughts, and opinions of others
Model good character
Stay on task
Know when to hold off on a decision
Respect confidentiality when stated

6:45 – 6:46	**Call to Order**	Amber Simonds
6:46 – 6:50	**Opening Prayer** *Lectio Divina*	Fr. Michael Warden
6:50 – 7:10	**Review Reports**	

Faith Formation — Luke Gietman

- Religious Ed has been going well
- Over 300 students this year for Faith Formation
- Confirmation is in February St. Edward's in Mackville
- Family Nights are going extremely well

Principal's Report — Deb Fuller

- Have gained 3 students in the last two weeks
- Enrollment at 174
- Miss Ziarnik started in October; she's been doing really well, she's been a wonderful fit
- Aftercare is at an all-time high. Still looking for a second person to help
- Volleyball and cross country seasons ended. Great seasons. Basketball just started. They are very happy with their new uniforms!
- Conferences were 100% attended.
- Student council had the Fall Fest two weeks ago. It was well attended and ran very well.
- Diocesan School Mass was held St. Gabriel's in Neenah
- Grandparent's Day was well attended – record attendance at 400 students
- 42 students in choice this year. Choice audit will begin November 14.
- Thanksgiving lunch will be served on November 21.

Financial Report — Liz Arbinger

- We're doing pretty good so far this year
- Up $24k from budget. Helpful to have more students and more school choice students.

- Scrip sales have been slightly down.
- School Choice audit went well.
- No major findings from the audit.

Pastoral Report — Fr. Michael Warden

- Building update: still working with the architect. Signed a contract about 3-4 weeks ago. Working on reiterations on the building. Findings ways to get our priorities built first in the building. Still on time for the building.

7:10 – 7:20 **Standing Committee Report**

Marketing Committee — Rachel McCarthy

- No update

PTO

- Looking for a representative. Teresa Whitt will speak with Cathy Wenninger about submitting notes for each meeting.

7:20 – 7:50 **New Business**

2023-2024 Budget, Tuition Rates — Liz Arbinger

- Discussion regarding tuition raises and how to best utilize our resources
- Next meeting we will have a more in depth discussion

Principal Position — Amber Simonds

Discuss Job Posting, Job Description documents

- Posted on Wecan. One applicant so far. We will search until we find the right applicant. Father will do a phone interview soon.

7:50 – 7:55 **Old Business**

None

7:55 – 8:00 **Closing Prayer** — Fr. Michael Warden

- Glory Be

8:00 **Call to Adjourn** — Amber Simonds

Next Meeting: December 13, 2022, 6:45 St. Mary School Lounge

"St. Mary of the Immaculate Conception School: Forming disciples of Jesus Christ through quality Catholic Education."