

St. Joseph's School Home and School Association
Meeting Minutes (Virtual)
7 pm, November 10, 2021

PRESENT

Christina Mahady, *President*
Greg Wesely, *Principal*
Sara Rogers, *Secretary*
Katie Sullivan, *Gala Chair*
Tom Gagliardi, *Leadership Team*
Anna Beery
Bri Brekke
Gina Ceola

Jenna Dwyer
Shannon Campbell
Alex Fitzer
Caitlin Kajer
Shannon Kroon
Brenna Lynn
Theresa Menke
Leslie Miller

Jolene Owens
Sophia Paramo
Jenny Reeves
Katie Wilsey
Jenny Wilson

Red text = Action item for one or more people

1. Greg led us in prayer.
2. Tom Gagliardi introduced himself
 - a. Currently in Cathi Budge's old office, full time. He was principal many years ago at St. Joe's, and filled the parish admin role temporarily before Patrick Menke was hired. Asked by Father, Greg, and Patrick to help ID problems and successes in the school community.
 - b. Staff evaluations are currently being done
 - i. Written responses: Only Tom reads them and doesn't share names.
 - ii. In-person meetings: Conducting these one-on-one with each staff and faculty member through next Friday.
 - iii. Responses both ways are not mandatory, but all staff/faculty are encouraged to respond. It has been well-received so far.
 - iv. Tom will distill info in statements and share with Patrick and Greg to begin analyzing and assessing where the school is and where it wants to be.
 - c. Parent survey will be out in the next week or two
 - i. Questions will cover a broad range of topics.
 - ii. Responses will come in to all three people on the leadership team who will go over them together.
 - iii. These answers will form the basis for plans moving forward in the school.
3. Past events recaps
 - a. Check-in calls with new families
 - i. Specifics have been shared with Greg; no one had any other comments.
 - ii. Christina thanked everyone for taking their time to see how new families are doing.
 - b. Spirit Wear: Jenna shared that a lot of people are helping and getting things together. Christina thanked them for their work on it.

- c. Parent/Teacher Conference meals (Jenny & Bri): Bri said they served Cossetta's, and it went well. Christina thanked them for organizing it.
 - d. Restaurant nights: Christina hasn't reached out to get numbers from Mollie, but is so thankful for her work to pull them together.
 - e. Cathi Budge retirement gift: Christina said it went really well, and it was a small token to thank her for all her years of service.
4. Upcoming/ongoing events
- a. Recess Helper Sign-up Genius
 - i. November and December sign-ups were sent out
 - ii. We hope parents still sign up even with chillier weather!
 - b. Teacher Appreciation Gift Boxes
 - i. There is money coming in pretty consistently, but **not all grades have been emailed the November rep letter yet.**
 - ii. Christina thought it may have gotten buried a bit in the November email, so she is hoping to get one big email about Gala sent out next week.
 - iii. Shannon K has volunteered to coordinate the purchasing and organizing of the boxes.
 - c. Katie Sullivan joined us to talk about Gala
 - i. Please **make sure there's a big push for parents to get tickets!**
 - ii. Katie said that Sophia has been a rockstar and gotten so many different wonderful donations.
 - iii. It's a great opportunity to come back in person and be normal again!
 - iv. A lot to bid on and a lot to do - it's going to be a really great night!
 - v. Greg mentioned that reps could also encourage grade-level table groupings so you know you're going with a group.
 - vi. Christina and Greg said they are so grateful for Katie's leadership, and Katie is so grateful for everyone's help with the messages and all the volunteer hours and donations.
 - vii. Timing will be officially 5:30-9 pm, but people can also stay later.
 - d. Upcoming field trips
 - i. None to communicate at this time.
 - ii. Christina thanked all the reps for their communications with the teachers, and expressed her hope that they will eventually reach out when they are ready to organize field trips and such.
5. Next meeting date: Dec. 1 (First Wednesday instead of second)
- a. No consensus on survey for whether to meet in person or virtually, so we will revisit it again in January.
6. School Advisory Council update
- a. No meeting in October; there was one the night before tonight (Nov 9).
 - b. Greg gave an overview of what they discussed.

- i. The School Leadership Team and all it will be taking on
 - ii. They are beginning the process of getting Salesforce, a new customer relationship management software.
 - 1. It will be just one database to use for all aspects of our families in the parish and school.
 - 2. It will take quite a bit of training.
 - iii. Discussed three big fundraisers: Gala, Give to the Max, and Raffle
 - iv. November 1 is next SAC meeting
- c. Would Salesforce allow for an online school directory?
 - i. Greg is not sure of the capabilities right now for that sort of system.
 - ii. Lisa is going to try to send out updated child's class lists with email addresses so that families have ways to at least connect with other families in some way.
 - iii. Christina said an online directory is also something parents would be interested in.

7. Monthly Home and School emails

- a. How has this been received? Is it too much or getting info buried, or is it a great way to get things seen and heard?
 - i. Katie Sullivan said she appreciates it
 - ii. No one else had heard any other comments on it.
 - iii. Please continue to reach out to teachers to see if they have anything to add instead of doing one-off emails.

8. Greg's updates

- a. 3rd-5th grade Veteran's Day concert has been moved to next Thursday, Nov. 18, in the church.
 - i. Is the 2 pm for anyone or specific people? Greg said that younger students will be there as will elderly community members, and yes, other guests can come to the 2 pm rehearsal/performance as well.
- b. Works of Mercy collections
 - i. Cathy Wagner coordinated the Wakota collection of baby items which went very well.
 - ii. 8th grade food collection for Neighbors, Inc. next week
 - iii. Hats/mittens/glove collection will be done in December
- c. Lunch room support
 - i. Still looking to hire someone.
 - ii. Greg asked if there would be any value to having a sign-up genius for volunteers to do this (cleaning up during the 5 minute transition time between grade levels and handling spills and such during lunches).
 - iii. Christina said she did this a few years ago and loved being inside so she's open to sending something like this out.
- d. Library opened up for book check-out

- i. Greg thanked Bri, Alex, Shannon, Leslie, and others who are all helping out in there.
 - e. End of Trimester 1 is coming
 - i. Progress reports will come out at the start of December.
 - ii. Some will be sent electronically and some will be hard copies.
 - f. Looking for a pianist during school Masses
 - g. Artsonia
 - i. Virtual art gallery that was mentioned to Hilary Lamusga, and she is using it to post students' artwork.
 - ii. Volunteer parents are helping to take the pictures to upload them to the site.
 - iii. There is an app or the website to view the artwork which is great for family who lives far away.
 - iv. You can order items/gifts with your students' artwork on them.
- 9. It was asked if there are any rules or processes to follow as a recess volunteer (such as what to do when there is a fight or kids are tackling each other during football), and if parents are an extra set of eyes/hands or taking over for a teacher or staff member.
 - a. Greg said that parents are an extra set of eyes and hands. The teachers are still to remain out there and still be the disciplinarians and main helpers.
 - b. For specific rules such as "no tackling" and where they can go and what kids can play on, parents should check in with the office before heading out or ask teachers when they arrive.
- 10. Tom's final comments and reminders
 - a. He is very willing to have parents to meet with him and invites anyone to email or meet with him for questions and comments.
 - b. The process is only as good as the input that we get, so we want to hear everyone's voices.
 - c. He knows people are going to want to see actions based on the survey results, and plans to let everyone know what those action items are in the future.
 - d. It was asked if there was an impetus for doing a survey, and if a third party will be looking at the survey responses.
 - i. Tom said that with Cathi leaving, it leaves a very large administrative role that's not being filled. Fr. Creagan, Greg, and Patrick asked him to step in and he said he wouldn't come as an assistant principal, but will help with day to day activities but his main function the first few weeks is to gather information on where the school community feels it is at.
 - ii. It's a great opportunity for a time to look at the school community we are and want to be. What kind of person would we want in an assistant principal position, or what other positions might be created or needed?

- iii. Greg said that there will be no third party; the School Leadership Team is coming up with the survey, along with help from a few other people in the school and parish community.

Minutes submitted by Sara Rogers

Minutes approved by