

# Saint John the Baptist Catholic Parish School (SAC) School Advisory Commission Monthly Meeting Minutes

<b>Date:</b>	November 14, 2023	<b>Time:</b>	5:30 pm
<b>Principal:</b>	Ann Laird	<b>Location:</b>	SJB Parish Center
<b>Chair:</b>	Anna N	<b>PLC Rep:</b>	Michelle S

Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present
Ann Laird	X	Annie Reddy	X	Barb Lieser	X	Ryan Meyer	
Anna Nagle	X	Molly Drown	X	Michelle Stori	X	Michelle Barsness	X
Abigail Ash	X	Megan Gosda					
<b>2023-24 Meetings:</b>	9/19, 10/17, 11/14, 12/12, 1/16, 2/20, 3/19, 4/16, 5/21, 6/11						

## Meeting Minutes 9/19/2023

- 1) Welcome and Prayer
- 2) Review of SAC purpose, roles, and responsibilities
- 3) Principal's Update
  - a. MNSAA and School Goals were referenced; SAC goal will link with some of these goals.
  - b. Curriculum – Implementing Believe and Read literacy program into our ELA curriculum and working to serve the needs of our students.
  - c. PD focuses on instructional coaching, differentiated instruction, student engagement, growth mindset, and small group evangelization.
  - d. Marathon – October 7<sup>th</sup> @ Central Park with prayer and kick off at 9a.
  - e. Staffing update
- 4) Marketing & Enrollment (Michelle Barsness)
  - a. Enrollment: K-8=403 and PS-8= 488
  - b. Retention rate of 96%, 96.55% of those who transferred to SJB, and PK to K is 82.35%.
  - c. 34 new students in grade 1-8 and 44 new families all together. We briefly discussed possible reasons for the continued high number of transfers.
  - d. Talked about the mentor program and how best to keep it going to make sure those who want it are getting it.
  - e. Fall Open House in November.
- 5) New Business
  - a. Goals – goals were briefly discussed and will be completed by the October meeting. They will be a mix of MNSAA goals and annual goals. One goal should focus on continued improvement in communication.
  - b. New Member reminder – looking for 2-3 new members.
- 6) PLC Recommendations – None
- 7) PLC Report – Michelle Stori will report out.

## Meeting Minutes 10/17/2023

- 1) Prayer
- 2) Principal's Update
  - a. Discussed school marathon which is close to reaching their goal of \$70,000.
  - b. 3 new members were invited to join SAC and waiting for their response.
  - c. Shout out given to office staff and Dr. Howard.

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- d. Staffing update
- 3) Marketing & Enrollment (Michelle Barsness)
  - a. Enrollment: K-8=404 (new 7<sup>th</sup> grader) and PS-8= 488
  - b. Fall Open House on November 16<sup>th</sup>. More details to come.
  - c. Give to Max MN will be coming up soon.
  - d. We have a tentative theme for W2W 2024.
- 4) New Business
  - a. Goals for the year were finalized.
  - b. Reviewed new tuition collection policy and gave feedback. Ann will review the changes with Mark Dittman.
  - c. SAC members shared stories of how the rosary impacted their lives.
  - d. Capital Campaign – Father Paul briefly presented the Capital Campaign to SAC and then answered several questions.
- 5) PLC Recommendations – None
- 6) PLC Report – Michelle Stori will report out.

**Meeting Minutes 11/14/2023**

- 1) Prayer, welcome of 1 of 2 new members and introductions of all SAC members.
- 2) Principal's Update
  - a. School marathon reached goal of \$70,000.
  - b. Reminder of ½ days in November followed by parent/teacher conferences and bookfair.
  - c. Staffing update – 3<sup>rd</sup> grade teacher for remainder of the year and Music teacher have been hired. Still looking for some staffing: cafeteria, intervention teacher, MS ELA, part time kitchen.
  - d. Discussed Band and received feedback on communicating better to families who are new to band.
- 3) Marketing & Enrollment (Michelle Barsness)
  - a. Enrollment: K-8=402 (lost 2 students) and PS-8= 486
  - b. Fall Open House on November 16<sup>th</sup>.
  - c. Give to Max MN will go towards staff technology needs. Members were encouraged to like and share social media advertising.
  - d. We have a tentative theme for W2W 2024 and will have lists ready for SAC members to call donors.
- 4) New Business
  - a. Discussed tuition and fees for 2024-2025 staff. We also discussed possible 3<sup>rd</sup> student discount. We discussed advertising all our scholarships and tuition grants on our enrollment page, so families know. We will follow up with an email clarifying some questions so we can offer a recommendation to Finance next month.
  - b. SAC members' thoughts on the Capital campaign and how best to support and talk about our needs. We also discussed the operating endowment's purpose and impact on staff compensation/retention. Build on the legacy idea and why it is important. Really liked the videos.
- 5) PLC Recommendations – None
- 6) PLC Report – Michelle Stori will report next month.