

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

<b>Date:</b>	Tuesday, January 21, 2025	<b>Time:</b>	5:30 pm
<b>Principal:</b>	Ann Laird	<b>Location:</b>	SJB
<b>Chair:</b>	Abby A.	<b>PLC Rep:</b>	Abby A.

Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present
Ann Laird	X	Michelle Barsness	X	Abby Ash	X	Molly Drown	Absent
Megan Gosda	X	Mike Claeson	X	Ryan Meyer	x		
Annie Reddy	X	Katie Sommers		Dale Bernardy	x		
<b>2024-25 Meetings:</b>	9/17, 10/22, 11/19, 12/10, 1/21, 2/18, 3/18, 4/22, 5/20, 6/10						
<b>Guest(s) &amp; Purpose:</b>	Michael Gonzalez from PLC						

Agenda:

- I. **Parish Commission Night** @ Meal followed by presentation on GMT  
**proposal**
- II. SAC Meeting @ 6:30p – 7:55p
- III. PLC @ 8:00p

### SAC Meeting Agenda 1/21/2025

- 1) Opening Prayer (Abby)
- 2) Principal's Update (Ann)
  - a. School updates
    - i. Tuition up to \$5900 per finance and Fr. Paul
    - ii. Gym floor most likely to be replaced in summer
- 3) Marketing & Enrollment/Wines to Wishes (Michelle Barsness)
  - i. Finalized fund-a-need: school endowment and school safety
- 4) Committee Update
  - a. Compensation (Abby Ash)
    - i. Proposal was approved!
  - b. Safety (Dale Bernardy)
    - i. Continuing to work through safety issues and concerns and starting to get bids for concerns that are higher priority.
    - ii. Next meeting early Spring?
- 5) PLC Report (Abby)
- 6) New Business (Abby)
  - a. Go Make Teach Proposal
  - b. Development Partnership
  - c. Review of Goals
- 7) PLC Recommendations
- 8) Closing Prayer

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Mission Statement: It is the mission of St. John the Baptist’s Parish school to educate the children in all aspects of their lives. This is done through formation in Catholic faith and values and quality instruction. We help children discover and live up to their full potential developing self-respect, respect for others, gratitude, and a sense of Christ-like service to the community in a JOY-filled (Jesus-Others-You) spirit.

<b>Date:</b>	Tuesday, December 10, 2024	<b>Time:</b>	5:30 pm
<b>Principal:</b>	Ann Laird	<b>Location:</b>	SJB
<b>Chair:</b>	Molly D.	<b>PLC Rep:</b>	Abby A.

Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present
Ann Laird	X	Michelle Barsness	X	Abby Ash	X	Molly Drown	x
Megan Gosda		Mike Claeson		Ryan Meyer	x		
Annie Reddy		Katie Sommers	x	Dale Bernardy	x		
<b>2024-25 Meetings:</b>	9/17, 10/22, 11/19, 12/10, 1/21, 2/18, 3/18, 4/22, 5/20, 6/10						
<b>Guest(s) &amp; Purpose:</b>	PLC Rep – Greg						

Agenda:

- |                                    |   |
|------------------------------------|---|
| IV. <b>Parish Commission Night</b> | @ <b>Mass at 5:30p followed by meal</b> |
| V. SAC Meeting                     | @ 6:30p – 7:55p                         |
| VI. PLC                            | @ 8:00p                                 |

## SAC Meeting Agenda 12/10/2024

- 9) Opening Prayer (Ann)
- 10) Principal’s Update (Ann)
  - a. School updates
    - i. Would like to have a SJB School Highlights section in bulletin
- 11) Marketing & Enrollment/Wines to Wishes (Michelle Barsness)
  - a. Up 1 student from last meeting: 466 total Preschool-8<sup>th</sup>; 384 K-8 & 82 Preschool
  - b. Give to the Max Day raised ~\$4k of \$5k goal!
  - c. Wines to Wishes – Invites to be sent out soon; **Amazon Silent Auction wish list is on website if looking for a way to donate.**
  - d. Preschool and Kindergarten Open House Jan 16<sup>th</sup>; Enrollment opens Jan 17<sup>th</sup> (Friday)
- 12) Committee Update
  - a. Compensation (Abby Ash)
    - i. Revised proposal sent to Finance committee taking into account their feedback. Finance counsel to review in their December meeting.
  - b. Safety (Dale Bernardy)
    - i. All NB on-duty police officers now have key FOBs for SJB. Now anyone is able to respond to any concerns here at the school when not school hours.



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- ii. Moving forward with messaging service for notifying parents etc about snow days, late start, school closing etc.
- iii. Continuing to discuss options for security issues with some of the doors and cost evaluations for solutions.

13) PLC Report (Molly)

14) New Business (Molly)

- a. 25-26 tuition and fee recommendation
  - i. Recommendation decided on. Ann to bring it to Finance and Fr. Paul for finalization.
- b. Development Partnership (December)
  - i. Abby/Molly to reach out to PDC to get a better idea of *how* they are wanting/looking to help out. Then to bring back to SAC. Planning to meet before January meeting.
- c. How do you keep Christ in Christmas?
  - i. Watching Formed videos with our children
  - ii. Listening the Jesse Tree Tales on Hallowed app with children
  - iii. Family tradition of making a birthday cake for Jesus

15) PLC Recommendations

16) Closing Prayer

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

<b>Date:</b>	Tuesday, November 19, 2024	<b>Time:</b>	5:30 pm
<b>Principal:</b>	Ann Laird	<b>Location:</b>	SJB
<b>Chair:</b>	Abby A	<b>PLC Rep:</b>	Molly D.

Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present
Ann Laird	X	Michelle Barsness	x	Abby Ash	X	Molly Drown	x
Megan Gosda	X	Mike Claeson	X	Ryan Meyer	X		
Annie Reddy	x	Katie Sommers	X	Dale Bernardy	x		
<b>2024-25 Meetings:</b>	9/17, 10/22, 11/19, 12/10, 1/21, 2/18, 3/18, 4/22, 5/20, 6/10						
<b>Guest(s) &amp; Purpose:</b>	PLC Rep – Fr. Paul; Finance Commission (See below)						

Agenda:

- |                                     |                              |
|-------------------------------------|------------------------------|
| VII. <b>Parish Commission Night</b> | <b>@ 5:30p Meal followed</b> |
| VIII. Joint Meeting with Finance    | @6:30p-6:50p - Compensation  |
| IX. SAC Meeting                     | @ 6:55p – 7:55p              |
| X. PLC                              | @ 8:00p                      |

## SAC Meeting Agenda 11/19/2024

We will begin in a joint meeting with finance to hear the Compensation Committees recommendation (see #4).

- Presented a proposal to the Finance Commission and Fr. Paul for a salary pay schedule for the next 3 years for the teachers of SJB. Proposal is currently being reviewed by Finance Commission who will send questions to Abby Ash as they occur.

17) Opening Prayer (Fr. Paul)

18) Principal's Update (Ann)

- a. School updates – Hired a new 2<sup>nd</sup> grade teacher, Ms. Simon!

19) Marketing & Enrollment (Michelle Barsness)

- a. 7<sup>th</sup> grade is now full. 383 students K-8, 82 Preschool students – Total: 465
- b. November 14<sup>th</sup> open house – good turnout, especially for Preschool

20) Compensation Committee Update (Abby Ash) – Recommendations to be presented to joint commission – finance and SAC

21) PLC Report (Abby)

- a. Parish Development team continues their interest in how they can best help the school. To be discussed further in Dec. meeting.

22) New Business (Abby)

- a. Review tuition and fees
  - i. Initial walk-through with suggestions added – will do a deeper dive in Dec meeting.
- b. Discussion of compensation
- c. Wines to Wishes (Feb 1<sup>st</sup>, 2025)
  - i. Volunteer NEEDED!!
  - ii. Donations Needed!



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- d. In light of the Grateful Hearts Growing Together Campaign and the emphasis on our Core Values what are you most grateful for from our Lord?
  - i. Small Groups and retreats
  - ii. Children, family, home time
  - iii. Full school staff!
  - iv. 1<sup>st</sup> Sacraments education (re-education for parents too 😊)
  - v. Volunteers!

23) Future Discussion – Development Partnership (December)

24) PLC Recommendations

25) Closing Prayer

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<b>Date:</b>	Tuesday, October 22, 2024	<b>Time:</b>	5:30 pm
<b>Principal:</b>	Ann Laird	<b>Location:</b>	SJB
<b>Chair:</b>	Molly D	<b>PLC Rep:</b>	Abby A

Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present
Ann Laird	X	Michelle Barsness	X	Abby Ash	X	Molly Drown	X
Megan Gosda	X	Mike Claeson	X	Ryan Meyer	X		
Annie Reddy		Katie Sommers	X	Dale Bernardy			
<b>2023-24 Meetings:</b>	9/17, 10/22, 11/19, 12/10, 1/21, 2/18, 3/18, 4/22, 5/20, 6/10						
<b>Guest(s) &amp; Purpose:</b>	PLC Rep – None						

Agenda:

- XI. **Parish Commission Night** @ 5:30p Meal followed by Orientation
- XII. SAC Meeting @ 6:50p – 7:55p – School Media Center
- XIII. PLC @ 8:00p

## SAC Meeting Agenda 10/22/2024

26) Opening Prayer (Ann)

27) Principal’s Update (Ann)

- a. School updates
  - i. Interviewing for the 2<sup>nd</sup> grade teacher opening.
  - ii. Creating gym, playground, and cafeteria expectations/use policies.

28) Marketing & Enrollment (Michelle Barsness)

- a. Update if any and November 14<sup>th</sup> open house
  - i. Enrollment: PS-8 =461; K-8 = 381; 7<sup>th</sup> grade is full.



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ii. November 14<sup>th</sup> is Open House from 5:30-7pm. Drop-in tours and questions; Preschool will also have it's own open house that night.

29) Compensation Committee Update (Abby Ash)

- i. Have a meeting set for October 23<sup>rd</sup> to review the initial compensation suggestion. Looking to get feedback from Finance representatives to fine tune and get ready to present to Finance Committee by next Parish Commission Meeting.

30) PLC Report (Molly Drown)

- i. Parish Development Committee is VERY interested in helping out the school. Interested in meeting with some or all of the group and getting a wish list of items/things that they can help with/provide for the school.

31) New Business (Molly Drown)

- a. Finalize GOALS 2024-2025
- b. Gym Rental – Planning to increase rental cost for AAU Basketball teams that currently rent. Not planning to open up rental options to anyone else at this time.

32) PLC Recommendations - None

<b>Date:</b>	Tuesday, September 17, 2024	<b>Time:</b>	5:30 pm
<b>Principal:</b>	Ann Laird	<b>Location:</b>	SJB
<b>Chair:</b>		<b>PLC Rep:</b>	

Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present
Ann Laird	X	Michelle Barsness	X	Abby Ash	X	Molly Drown	X
Megan Gosda	A	Mike Claeson	X	Ryan Meyer	A		
Annie Reddy	X	Katie Sommers	A	Dale Bernardy	X		
<b>2023-24 Meetings:</b>	9/17, 10/22, 11/19, 12/10, 1/21, 2/18, 3/18, 4/22, 5/20, 6/10						
<b>Guest(s) &amp; Purpose:</b>	PLC Rep – None						

33) Closing Prayer

Agenda:

- |                              |                                       |
|------------------------------|---------------------------------------|
| XIV. Parish Commission Night | @ 5:30p Meal followed by Reflection   |
| XV. SAC Meeting              | @ 6:30p – 7:55p – School Media Center |
| XVI. PLC                     | @ 8:00p                               |

## SAC Meeting Minutes

September 17, 2024

34) Opening Prayer

35) Principal's Update

- a. Welcomed new members to SAC
- b. School updates: Reviewed our theme for the year – Transformed; discussed school goals (MNSAA, curriculum; general) and assessments and professional development.
- c. Other: Blaine bussing came up in regard to enrollment and Special Ed services from Mounds View District.

36) Marketing & Enrollment (Michelle Barsness)



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- a. Enrollment: PS-8 =458; K-8 = 379; New families =40 (28 in K and 12 in 1-8); Retention is 91% with preschool to K retention at 63.3%.

37) Compensation Committee Update (Abby Ash): Sub committee is meeting and working through a plan.

38) PLC Report: N/A

39) New Business

- a. GOALS 2024-2025: Reviewed possible goals for SAC this year. We also talked about how we can get the parish to promote school events or endowments and making that a goal.
- b. What are you most looking forward to with the upcoming return to the Church? See the change, comeback to the Church, kneelers, Fr. Paul stress relief, attend Wednesday school Mass again, kids will be easier to manage, and baptisms.

40) PLC Recommendations: None

41) Closing Prayer