

**St. Joseph School Advisory Committee
Meeting Minutes January 19, 2010**

BOARD MEMBERS: Steve Horvath, Dave McKeehan, Kurt Hardy, Christine Handel, Sheri Johnson, Tim Herron, and Anne DeFranco.

EX-OFFICIO MEMBERS: Mr. Lynch

GUEST: Tom Ferguson

WELCOME AND PRAYER: Steve Horvath called the meeting to order at 7:03 pm. and SAC read the mission statement together. The minutes were approved by Christine Handel and second by Tim Herron. These minutes will now be posted on the school web site. The Gospel was read by Mr. Lynch and a discussion followed.

PASTOR'S REPORT: Fr. Hennessey was not present.

PRINCIPAL'S REPORT:

- Mr. Lynch reported on the success of the Christmas Program. The children did a wonderful job and the 8th grade class was noted as giving a particularly wonderful performance.
- Progress reports for the 2nd Trimester went out last week, marking the half way point in the school year.
- There will be a regular asbestos inspection this year. The inspection is conducted every three years with an update report distributed annually.
- School Improvement Process

The preparation for this October 5, 6, and 7 of 2010-2011 is starting to take place now. There will be a **Steering Committee** comprised of Kurt Hardy, Pam Kompare, Nicole Raftery and Kathy Romanoski. Based on the data collected, this committee will construct plans for the future. There will be three sub-committees:

Catholic Identity led by Sr. Mary Barbara

Excellence Committee led by Kathy Romanoski, focusing on the faculty's direction on curriculum.

Vitality Committee led by Duane Laska

Information will be gathered from surveys given to Parents, Teachers, Students, and the Parish Community.

- January 29th will be a Faculty In-Service Day- No School
- To recognize Catholic Schools Week the SJSPA will be serving coffee and treats after all weekend masses January 22-23. There will also be a Pre-School Information table on display after all masses that weekend as well.
- Kally M. won the Daughters of the Revolution Essay contest.
- St. Joseph School will provide an entry for the Main Street Libertyville "Snowman on Parade" Contest.
- The Archdiocesan Budget meeting: There will be a 2% salary increase for all teachers.

- The Tuition for Pre-School was discussed and approved:
Pre 3's: \$2,400.
Pre 4's: \$2,800.
- Catholics Come Home: There will be a Parish Open House on February 2, 2010 in the Koenig Center. The evening will focus on Welcoming all in the Spirit of Hospitality. Please address all questions to see Sue Lehocky.

OLD BUSINESS:

NEW BUSINESS:

COMMITTEE REPORTS

FINANCE:

- Mr. Lynch stated that all Financial Reports are on track. At the next SAC meeting in February, the committee will need to approve tuition. To date, there will be 47 students enrolled in Kindergarten for the 2010-2011 school year.

FUNDRAISING:

- Mr. Lynch noted that our initiative is to be mindful of the school's vitality and that it is important to create new sources of revenue.
- Christine Handel reported on the Late Nite Catechism Fundraiser set for January 30, 2010. To date, 160 tickets have been sold. The goal is to sell 500 tickets, which would net the \$20,000 goal. Tickets will be sold after all masses next weekend.
- Guest Tom Ferguson presented a new idea for a low energy/high yield fundraiser. Please see attachment for the Hoops Mania Fundraiser. Participants purchase a \$20 digital entertainment packet. This ticket is also a sweepstakes entry allowing the purchaser the opportunity to win \$1,000. based on the performance of the randomly selected basketball teams participating in the March Madness Tournament.

Fr. Hennessey's only concern was that we were mindful of the fact that we would not participate if this were a form of gambling. It was determined that no gambling is involved and it received both Fr. Hennessey and Mr. Lynch's approval.

It was decided by the committee that we should pursue this fundraiser this year and continue to build its strength and range in subsequent years. A sub-committee comprised of Dave M., Anne D., and Tim H. was formed with Tom Ferguson as the point person.

- Christine Handel introduced the idea of a Spring Event. There will be no Dinner Dance this year and the school needs to recover those funds that the Dinner Dance has yielded in the past. A discussion ensued about a casual event held at the

school to reduce the overhead. It would have an 80's theme with a Karaoke Room and a Live Auction. We would sell tickets to the event and there would be a cash bar. The target date will be either April 10th or May 8th. SAC approved the event.

MARKETING:

- Kurt Hardy reported on the Pre-School development. The sub-committee meets the Thursdays before SAC meetings. Many ideas are presented and discussed, and one that has strong backing is the addition of enrichment programs for the pre-school.
- Three families came through the open house in December. There will be a morning open house for pre-school during Catholic School's Week. There will be a pre-school information table set up after all masses the weekend before Catholic School's Week. A mailing will be sent to all potential pre-school students based on the parish baptismal records.
- Kurt complimented the work of the current pre-school sub-committee, but mentioned the importance of recruiting new members. Kurt also expressed the need for a marketing sub-committee for school support of the pre-school program.

COMMUNICATION:

- SAC will distribute a report via email in the form of an update letter, which will inform the school family of progress on SAC goals and initiatives. It will also discuss current projects. This update will be delivered every other month.
- Tim Herron will investigate the "how to" in sending a mass email with a subject line from SAC.
- The Annual Alumni appeal has brought in about \$1,500. to date.

LEGISLATION:

- The second annual "March on Springfield" will be held on March 3, 2010. It will be an adult only event this year. Our goal is to reinstate the textbook grant and the school safety grant back into the budget.

PPC:

- Christine Handel reported that the next step for the "Living Your Strengths" program will be to send out surveys to focus groups such as SAC.

ATHLETIC COMMITTEE:

- Mauro Tomassetti will replace Dan Fruehe as the Athletic Committee President and will attend future SAC meetings as their representative.

PARENT ASSOCIATION:

- Steve Horvath read Pam Kompare's SJSPA report for the month. The **Reusable bags** will be available for purchase at the book fair during CSW. There are a little over 700 bags the remain and the SJSPA continues to look for ways to sell them.
- Final numbers for the **Christmas Décor Drive** will be out in February. The account at ReNew continues to be open, in fact a contributor recently dropped off an everyday item to sell with proceeds then going to our account.
- **Spirit Wear** has made \$200 to date.
- **Santa's Secret Shop** brought in a net profit of just under \$2,000.
- The **Christmas Cookie Exchange** was again a big success this year. Molly Barr, Chris Speranza, and Beth Nolan coordinated all of this year's bakers.
- This year's **Christmas Staff Luncheon** was again enjoyed by all. Thank you to Kathy Jaroch and Carol Quigley who lead that team of volunteers.
- The SJSPA will be providing brunch items for the teachers during Catholic School's Week. Birgid Dutton and Barb Boes are coordinating the many volunteers for that week.
- The **book fair** will again run the week of CSW. Sharon Lentino, Kelly Murphy and Carmen Reid are leading up the many volunteers for that week.
- SJSPA will be hosting **coffees** after all masses January 23-24.
- The **PADS Dinner** will take place on February 27th. This will be organized by Melissa Galla.
- The next deadline for **Knight News** is January 22.

MOTION FOR ADJOURNMENT:

Kurt Hardy motioned for adjournment and Tim Herron second. The meeting was adjourned at 8:40 pm. and was ended with a prayer.