

Meeting Minutes - **School Commission**

**Meeting Information**

<b>Objective:</b>	March 2018 School Commission		
<b>Date:</b>	3/13/18	<b>Location:</b>	Matthew/Mark
<b>Start Time:</b>	6:30 pm	<b>End Time:</b>	8:30 pm
<b>Facilitator:</b>	Dave Sortino	<b>Timekeeper:</b>	Dave Sortino
<b>Note Taker:</b>	Kim Althaus	<b>Approved by:</b>	
<b>Attendees:</b>	Kelly F, Kim A., Megan D, Dave S, Julie M, Robin H, Craig M, Steve S, Paul M	<b>Absent:</b> Angie L, Patrick H	

Meeting called to order at 6:30pm

1) Approval of the Prior Meeting Minutes - approved

2) Open Session

- Paul raised the timely topic regarding security. Parents are asking what do we do (eg. Do we have locked doors, etc).
- Kelly highlighted a few aspects of our security program including locked doors, practicing evacuations, lockdown drills. Also, Mequon police are attending a staff meeting next week to discuss latest best practices.
- Commission members discussed ideas they have seen and areas of risk.
- Commission decided to put together a task force to look at possibilities. Craig, Paul and Steve volunteered. Considerations need to include what our insurance company allows, physical building considerations, security related policies and procedures, Church. Consider hiring someone to do an expert security review.

3) "Word on the Street"

- 4<sup>th</sup> grade parents are bringing up concerns regarding no letter grades in middle school. We are currently piloting the proficiency-based model in 4<sup>th</sup> grade, as it is going to be mandated by the Archdiocese for 2019-20 school year. The Archdiocese is writing a letter that will be shared (timing is the summer). We should look for other ways to communicate and educate parents.

4) School Matters

- Continuing Education Reimbursement policy. School has aligned with the parish policy, which provides more financial support. Discussed what other company's require for those in continuing education programs. Dave Sortino will draft a policy for review.
- Enrollment for 18-19 is strong. Majority of current families have re-enrolled, and Megan is busy with tours. 3K is wait listed. 4K is very close to being wait listed.
- Contracts will go out when we're back from Spring Break. When those are returned, we'll know if any staff members are not planning on returning. No one indicated they weren't when they were polled in December for budget planning.
- Bonus program was discussed for current year. It will be based on those demonstrating exemplary performance and leadership.
- Budget for 18-19 is in good shape. We'll finalize for the 3/20 Finance Council meeting after the Shamrock event.

5) Finance/Budgeting Committee

- none





- 6) Technology Committee
  - New website provider selected, eCatholic, for the parish and school. Target is June 1<sup>st</sup>.
- 7) Evaluation Committee
  - The new "Feedback Forum" is launched, and we have had a response. Working out how we communicate back (especially when anonymous).
- 8) Policy Committee
  - (Committee agreed to focus on updating Discipline, Bullying and Safety policies)
  - Dave and Patrick split up the policies and will start reviewing.
- 9) Adjournment: 8:30 pm

