

Meeting Minutes

August 10, 2021

IN-Person

Present: Linda Monahan; Andy Hanneman; Fr. Houlihan; Amanda Scherlie; Rachel Hendershot; Jacob Schuette

Absent: Melicca Carpenter, Jennifer Moss, Deb Walton

Meeting called to order at 6:30PM by President Andy Hanneman; Father led opening prayer
Rachel moved to approve the minutes from the May meeting; Jacob seconded the motion; none were opposed to approval.

- Father explained the purpose of the SAC
 - The SAC is help advise Fr. & Mrs. Monahan – although a lot of policies are dictated by Diocese and/or state regulations.
 - Fr stated that SAC needs to direct their efforts to the institution and not their personal needs as our purpose is to support the school.
- Father brought up Fall Festival – Is this something SAC should take lead on?
 - Linda mentioned that Fall Festival is not just a school project but a parish and school project – it as well as Spring Dinner has most volunteers from school
 - Can the Parish Council take on the Fall Festival??
 - We need this fundraiser to offset school deficit
 - Amanda stated that SAC should be about the retention & enrollment of students and not fundraisers – we should be working to keep children enrolled and not what fundraiser can we do to offset the students we are losing
- Should we ask Parish Financial Committee to run another push for automatic withdrawal of tithing? Next Finance meeting is Sept 16th.
 - School families are required to tithe a minimum of \$600 per year to maintain parishioner status for tuition
 - Andy spoke with Larry to create a school budget – this will help with future planning

- With having the budget, we can predict with the enrolled students income and the outgoing salaries/expenses what our profit/loss will be at the end of the 2021-22 School Year to plan for parish subsidy amount. Without this budget the subsidy amount is blind.
- Father mentioned that the only thing we don't have control over to help with the budget is the donations from parishioners
- Amanda stated that we also do not have control over enrollment and retention of students – keeping students and increasing enrollment will also help reduce the subsidy from the parish
- Discuss Retention & Enrollment – Why are we losing and why are we gaining Families
 - Current enrollment is at 110 students
 - Reasons given for students leaving school
 - Family decision, reasons not given, moving
 - Linda has stated she has tried to communicate via phone/email contact the families to discuss reasons for leaving and/or try to retain those who are leaving
 - Discussion of Middle School Retention – why is our loss of students mainly in the Middle School age bracket?
 - Numerous families have voiced concerns about this age level – what have we done with their concerns?
 - Linda stated these issues are addressed with meetings/evaluations, but difficult to address due to “he said / she said” instances.
 - Andy stated that if we hear numerous times that there is a problem in “section a”, we may not know what the exact problem is, but we should be investigating “section a” to find a resolution to the problem
 - The SAC needs to be made aware of the school administrative plan so that we can do our best to support the administration.

- Discussion on appropriate contact between faculty/administration/adults and the students
 - Do we need to revisit these policies and is there a diocesan video/pamphlet that all parties can watch to raise awareness of what is appropriate and what is misconduct?
- What do we need to do for planning for 2022/23 School Year
 - With projections for next year – will we need to potentially combine classes/grades to become more efficient monetarily?
 - Should we create a plan for the “what-if” situation prior to next year’s letters of intent?
 - Textbook renewal is expensive, and some books aren’t printed anymore. Diocese does not allow one-on-one iPad distribution to grades k-6 as of now. However, By the end of 2021-22 School year – each student will have an individual iPad to be used at school.
 - HSA sets aside monies from fundraiser and HSA dues to help with cost
 - Example – Social Studies books from PCMS are not accepted by the Catholic Faith, however the book Sister Collette recommends leaves parts of history out – how can we find a balance to educate – so for now we are still using the old books
 - St Johns is a pilot school for new program within diocese called “Schoology”
 - Andy asked Linda – once school has begun – to create a list of items the SAC and/or advancement pillar can do to help prepare for next year – IE – grants for books.
 - Andy also asked about helping with grants for maintenance related issues as an Advancement Pillar objective
- Push to get families on the email/social media notifications
 - SAC to push these ways of communication
 - A copy of a media flyer will be handed out at Parents Night next week
 - How can we entice parents to read weekly updates
 - Idea was brought up to create a “Student of the Week” platform
 - One student per class is to be nominated by their teacher – one student is chosen from these nominations

- School Orientation Night Plan
 - Andy to speak on behalf of all SAC. He will introduce the SAC members
 - Speaking points – Use the media notifications, Reaching out to SAC for ideas/suggestions, kudos, issues – we are here to help.
- Andy suggested that the SAC make “welcome calls” for the 2021-22 School year
 - Each SAC member to reach out to their list of students to welcome them and give them a number/contact
 - Can this be the avenue to parents to help ensure they are being heard?
 - This will be tabled to September meeting
- Father brought up topic “Do we truly know our school families”
 - How can Student Enrichment and/or Catholic Identity or any pillar help build the relationships between school families
 - Ideas were “Donuts with SAC”
 - Family Movie Nights
- Linda brought up the last Parent Survey
 - Linda and Deb broke down every question and comment and had a teacher meeting to discuss results with teachers – giving results without giving direct names
 - Linda stated that she has seen improvement in some teachers regarding these comments/suggestions
- Linda discussed new requirement for teachers
 - Teachers are to send a weekly email to their parents about what is going on in the classroom, deadlines for projects, etc.
- Each Pillar to create a goal and put in on the Spreadsheet
 - Prior to next months meeting – each pillar needs to create a goal for the month, semester, or year – just need to put something down to continue to progress forward with our actions

- Home & School Association
 - Needs volunteers as well – helping with:
 - Cookie Dough
 - Pizza nights
 - Catholic Schools week
 - Teacher appreciation
- Discussion of COVID / Mask Mandates
 - The Sarpy/Cass Health Dept must follow CDC guidelines
 - Lincoln Diocese has stated masks should be optional
 - School cannot ask for vaccination records
 - Masks at St John's will be optional – but any person entering building may wear a mask if they choose
 - Cleaning procedures will remain the same as last year
 - Continuing social distancing as much as possible
 - If new mandates come – we will adjust accordingly
 - 2020-2021 School Year – 5 Students and 3 Staff tested positive

Closing Prayer

Meeting was adjourned

Next meeting will be September 14 at 6:30pm – in StJB School Library