

School of St. Mary: School Advisory Council
MEETING AGENDA
Wednesday, November 20, 2024
7:00 - 8:30 pm
UGC Multi-purpose Room

PLEASE NOTE: We welcome you to arrive 15 minutes early (at 6:45 pm) to get settled.

TOPIC: SAC Goal Development	ROLES: Attendees: School Advisory Council Members Guest: Tammy Zurek Visitor: Facilitator: Eileen Weber Note Keeper: Kate Burke Time Keeper: Michelle Kijek
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MEETING OBJECTIVES:

- Review meeting norms of the group
- Guest Tammy Zurek - What is SAC's role
- Objective 1 - Catholic Identity Goal Review
- Objective 2 - Curriculum Goal Review
- Objective 3 - Finance Goal Review
- Objective 4 - Marketing & Enrollment Goal Review
- Objective 5 - Student Life Goal Review
- Objective 6 - Technology Goal Review
- Objective 7 - Ad Hoc Committee Goal Review

TO PREPARE FOR THIS MEETING, PLEASE:

- Read this agenda
- Read reports provided, including committee goals

Schedule: 90 minutes

TIME	MINUTES	ACTIVITY
7:00 - 7:15	15 min.	WELCOME <ul style="list-style-type: none"> ● Opening Prayer - Fr. Mike Nacius ● Welcome any guests/visitors. ● Determine role of timekeeper. ● Take attendance. ● Introduce SAC members. ● Review meeting objectives. ● Review any next steps or plus/deltas from May 2024 meeting.
7:15 - 7:20	5 min.	Review SAC meeting norms prior to each meeting. MEETING NORMS: <ul style="list-style-type: none"> ● Assume positive intentions. ● Take an inquiry stance. ● Use "I notice" statements and "I wonder" questions. ● Ground statements in evidence.



		<ul style="list-style-type: none"> • Start and end on time. • Be here and now. • Stick to protocol - hear all voices.
7:20 - 7:25	5 min.	<p>Guest: Tammy Zurek What is the role of the School Advisory Council?</p>
7:25 - 7:30	5 min.	<p>May Meeting Review</p> <p>NOTES: Catholic Education Partnership with Carmel High School Parent Association funds spent on Viewsonics</p>
7:30 - 7:35	5 min	Opportunity for visitors to address the Council on non agenda items
7:35 - 7:40	5 min.	<p>OBJECTIVE 1 Catholic Identity Goal Review</p> <p>NOTES: By May of 2025, find ways to enhance the Catholic Identity in our school by selecting and planning one parish- and school-coordinated service project. Recommend three ways to strengthen the message to our students that God is present in all of our lives.</p>
7:40 - 7:45	5 min.	<p>OBJECTIVE 2 Curriculum Goal Review</p> <p>NOTES:</p> <ul style="list-style-type: none"> • Take an overall look at the foreign language program at the school and investigate possibilities for future instruction. For example, are we better off offering Spanish for half the year and Latin for half? We are looking for an evaluation of our current language provider, Fun Fluency. Poll feeder high schools. • We will be adopting a new math curriculum for the fall of 2025 - 2026. We need to assess the strengths and weaknesses of the current textbooks, get teacher suggestions, order sample series, etc.
7:45 - 7:50	5 min.	<p>OBJECTIVE 3 Finance Goal Review</p> <p>NOTES: By March of 2025, analyze the financials as provided by the parish business office to help the school determine budgetary needs. Identify opportunities to fund initiatives that will enrich the lives of our school community.</p>
7:50 - 7:55	5 min.	<p>OBJECTIVE 4 Marketing & Enrollment Goal Review</p> <p>NOTES:</p> <ul style="list-style-type: none"> • Increase rising kindergarten retainment to 90% • Increase rising 5th-grade enrollment to 45 via 95% retention with 5 student recruits
7:55 - 8:00	5 min	<p>OBJECTIVE 5 Student Life Goal Review</p> <p>NOTES: Oversee all activities that enhance the day-to-day policies and programs for schools, including, but not limited to, athletics, awards, special activities, etc.</p>



8:00- 8:05	5 min	<p>OBJECTIVE 6 Technology Goal Review</p> <p>NOTES: Research ways to enhance school management software and student hardware and its management.</p> <ul style="list-style-type: none"> ● Review the integration and efficiency of current software for admissions, academics, scheduling, billing, and accessibility by parents and students. ● Review student devices, classroom technology, and software to maintain safe usage. <p>Specific goals:</p> <ul style="list-style-type: none"> ○ Participate in 100% of school meetings that consider migrating to another system as parent end user and custodian of school resources ○ Map current technology needs against current supporting devices and identify gaps via a report by March 2025
8:05 - 8:10	5 min	<p>OBJECTIVE 7 Ad Hoc Committee Goal Review</p> <p>NOTES:</p> <ul style="list-style-type: none"> ● Research ways to recruit teachers to our school, may include reaching out to universities, placing ads, etc. ● May include ways to onboard teachers, using the inventory provided by a parent to inform ideal team placements for teachers. ● Find ways to retain teachers; may include speaking with other Catholic schools to understand their incentives and blessings.
8:10 - 8:20	10 min	<p>VISITOR COMMENTS on Agenda Items</p> <p>NOTES:</p>
8:20 - 8:25	5 min.	<p>REVIEW NEXT STEPS</p> <p>NOTES: Next meeting date January 15, 2025</p>

8:25 - 8:30	5 min.	<p>CLOSING PRAYER</p> <p>ASSESS what worked well about this meeting and what we would change. What are we grateful for? Where did we see God present and in action? What did we learn? What will we do differently? Based on Ignatian Spiritual Exercises.</p>	
		+ Plus	▲ Delta

