

Shepherd of the Hills Catholic School
School Commission Minutes
Tuesday, August 9 , 2016 – 6:00pm
“Walking the path of Christ, with Love and Service, through a Catholic Education”

Members Present: Sarah Desiderio (Chairperson), Betsey Gitter, Helen Gilles, Andy Rentmeester, Joe Loehr (Pastoral Council Rep), Jeanne Bitkers (Principal)

Members Absent: Peggy Huhn, Christina Meyer

Teachers: Kelly Harvey, Nici Colwin

Other Attendees: None

Minutes from June meeting were approved.

School Good News:

Eden Parade was a big success. Fr. Mark and 26 SOTH students participated.
School enrollment is up to 110 students for Fall.

Pastoral Council Notes/Updates (Joe):

Will be looking to get direction for “big picture” parish strategy. Will share as available.

Standing Committee Reports:

1. Long-range Planning:

- a. Will be addressed further through the year. Immediate action for short range plans to build long range plans.

2. Executive Policy:

a. Parent Survey (Sarah D., Helen and Peggy W met):

- i. 70% participation rate (9 question survey).

Strengths: Faith formation & enrichment.

Areas for Development: Collaboration (system wide) and staff effectiveness.

COMMENTS:

(+) Children are happy and good communication

(-) perceived “unprofessionalness” and staying current (ie: professional development opportunities for staff).

OUTCOMES:

Communication internal (staff) and external (everyone else).

Communication of overarching results to parents and also shared in bulletin.

3. Budget/Fundraising: (Peggy H was absent, but provided a written report)

a. Dollars for Scholars: GOAL = \$23,000 for 2016/2017 school year.

- i. Steak Fry fundraiser communication underway. Family mass to accompany this (9/10).

- ii. Hosting 1st, 5K, *Run for the Hills* on Saturday 10/8/16. Sarah Desiderio working on logistics.
- iii. Looking to create a structured **Dollars for Scholars** program.

4. Marketing/Recruitment:

- a. Momentum with marketing. Small group met to collaborate on current ideas and brainstorm new ideas. Broken into pieces and Betsey will remain liaison among the SPIRIT and Marketing/Recruiting groups.
- b. Motion to change the SPIRIT committee name back to Home & School Committee.

BUSINESS:

1. **2015-2016 Summary:** Communication with current SPIRIT (H&S) committee to identify task list and responsibilities.
2. **Standing Committee:**
 - a. Descriptions: Each subcommittee liaison to write description.
 - b. Appointments
 - i. Long Term Planning: Helen and Andy
 - ii. Marketing/Recruitment: Betsey
 - iii. Fundraising: Christina and Peggy
 - iv. Policy: Sarah and Helen
 - c. **Recruitment:** Best method is to ask more people and share experiences.
3. **Future Meeting Dates:** Thursday, September 15th will be the next meeting, however, moving forward, standing meeting will be changed to the **1st Thursday of each month.**
4. **Principal's Report:**
 - a. **Attendance is up**
 - b. **Foundations:** Jeanne has sent requests to several foundations for funding to support: textbooks, professional staff development, sports uniforms, tuition assistance, and IT updates.
 - c. **Challenges:**
 - i. Security System: obtain consent for all students and staff. In addition, will require signage posted for external guests to notify of video security system in place/progress. Commission discussed consent and determined that posted signs are adequate.
 - ii. Science lab combined with tech lab may limit some science lab usage. Suggestions were made to make the tech lab a mobile system and have Rob come to the classrooms to teach
 - iii. Larger 3K/4K group than typical.
 - iv. Looking for assistance with lunch program due to Rita's probable time off in the upcoming year. Tapping into Christian Women's group.

Parking Lot for September Meeting:

Staff/Student involvement/participation at meetings
Commission goals 2016-17