

Saint Francis Xavier School
 School Advisory Committee Meeting Minutes
 December 11, 2019
 7:00 PM St. Francis School Library

Meeting called to order at 7:00PM

Members present: Adam Dobrowolski, Katie Tarachas, Jen Attie, Dan Cleary, Lisa Pike, Dalton Miranda, Jason Fate, Fr. Greg McCallum

Guest:

Teacher Representative: Ashlee Niswander

Absent: Daniel Monshor

Adam Dobrowolski, Katie Tarachas – Opening Prayer, Pledge of Allegiance

Next Meeting – February 12, 2020

Agenda Item	Presenting Party	Info/Discussion	Subsequent Action Required	Responsible Party
Minutes of October 23, 2019 meeting	Katie Tarachas	Minutes reviewed. Approved by Katie Tarachas, 2 nd by Dalton Miranda.	None	None
Communications	Adam Dobrowolski	Gala is on the same date as St. Patrick's dinner at the Grand Unity Center. They will possibly move their date to Sunday in support of the school.	If they do move their event we would like to purchase some of their tickets, at \$25/each, to show our gratitude and give them away as a prize.	Adam

Old Business a) Committee updates 1) PTO	Adam	2 assemblies coming up Mike Donahue on . Jan. 6 th and Science of Music w/ sound technology & demonstrations on Feb. 12 th .		Adam
2) Auction	Adam	Strong sponsorship & good parent help this year. 291 tickets sold thus far. Did not send raffle tickets to parishioners, but did send out info about how to order raffle & gala tickets online. Students are working on Christmas/thank you cards to send to those who purchased a ticket last year. Amber Holt is working on Alumni list. So far 100s of addresses have been confirmed. Alumni list will go on website and newsletters sent out in future.		Auction Committee
Father's Report	Father McCallum	Father is impressed w/ children serving/lectoring and their involvement at mass. Father James Bearss plans on coming once a month as celebrant at a school mass.		Father McCallum

Principal's Report a) Finance Report	Adam Dobrowolski	PTO – profit of \$3,410 which cover the costs of the planned assemblies. Estimate of \$5,427 for the rolling gate and \$1,500 extend the fence which are top priority for safety. Quote for camera \$10,000 for outside & first floor – down the road. November collections were down.		Adam Dobrowolski
b) Uniform Policy Review	Adam Dobrowolski	Looking for any SAC members, parents and teachers interested in being on a uniform committee. Would like 5 total. Policy needs to be updated every 5 years and will be updated this February.		Adam Dobrowolski
c) Bullying policy	Adam Dobrowolski	More in-depth bullying policy update in the works. Discussion occurred, all agreed to also add documenting and record keeping of situations that arise.	School handbook will be updated in the near future.	Adam Dobrowolski
d) Marketing	Adam Dobrowolski	Looking to bring back a marketing sub-committee. Kalie Daniel & Katie Miller both interested. Right now teachers market for Catholic Schools Week, and the Children's Health Fair. \$3,000 budget. Possibly meet 4 times a year. Jen Attie introduced discussion regarding possible daycare expansion. Also, working on building stronger connection w/ school and CDC families.	Looking for parents, teachers, and SAC members that are interested.	Adam Dobrowolski
e) Catholic Schools Week – Kickoff on Sunday, Jan. 26	Adam Dobrowolski	Alumni and students speak and greet at Holy Childhood & St. Francis during mass.		Adam Dobrowolski

f) Preschool Playground Grant	Adam Dobrowolski	Will apply for a grant from Petoskey Harbor Foundation, and also fundraise for new climbing structures for the CDC/Preschool and Kindergarten playground.		Adam Dobrowolski
g) St. Michael Academy	Adam Dobrowolski	Adam & Father were invited for a visit at St. Michael. They were able to sit in on classes, take a tour, and see instruction from former students. Dr. Brake also visited SFX and was also able to sit in on some classes and have a tour of the school.		Adam Dobrowolski
h) Movie Day 12/19	Adam Dobrowolski	Kids to see Frozen II or Playing With Fire. Looking for parent drivers.		Adam Dobrowolski
i) 8 th Grade Trip	Adam Dobrowolski	Lots of fundraising right now. 8 th grade Class will be going to Washington DC. Two stops, one at the 911 memorial and Gettysburg memorial/battlefield. Partnering w/ St. Edith's 14 students which helped make this trip financially available to us.		Adam Dobrowolski
j) Middle School Band/ SFX elective offerings	Adam Dobrowolski	Agreement w/ PMS that if we have less than 4 students that do not do band they will provide an alternative elective, which changes every quarter. We would create class for any child who opts out of going to PMS. We currently have one child using Greenway Academy's Rosetta Stone learning French. Discussion took place about other options, and creating a policy to make sure parents are aware of opt-out dates before school starts.		Adam Dobrowolski

k) 2020 Enrollment	Adam Dobrowolski	Working towards switching to continuous enrollment, will be the first in the diocese, w/ Feb. being our target. Easy online form, and no renewal needed after the initial submit unless adding younger children that are new to the school. Convenient, saves on paper, and is easy to opt out of if anyone wishes to un-enroll. We will use the FACTs system and parents can choose their payment plans at the beginning of each year.		Adam Dobrowolski
Citizenship Field Trip	Dalton Miranda	Discussion about planning a future field trip for students to be able to watch the swearing –in ceremonies of new US citizens. About 45 minute’s process.	Dalton will speak with Mrs. Meier	Adam Dobrowolski
Vaping Presenter	Jason Fate	Police officer, Corey Hebner, would be a great presenter to communicate the dangers of vaping to our students.		Adam Dobrowolski
SAC Meeting	Adam Dobrowolski	Next SAC meeting scheduled for Wednesday, February 12 at 7pm.		Adam Dobrowolski