

Saint Francis Xavier School
 School Advisory Committee Meeting Minutes
 December 9, 2020
 7:00 PM St. Francis School Library

Meeting called to order at 7:00PM

Members present in person: Adam Dobrowolski, Julie Plichta, Amy Wilson, Jason Fate, Fr. Greg McCallum

Members present via zoom: Daniel Monshor, Jayme Weir, Lisa Pike, Dalton Miranda

Guest:

Teacher Representative: Ashlee Niswander

Absent:

Adam Dobrowolski – Opening Prayer, Pledge of Allegiance

Next Meeting – February 10, 2021

Agenda Item	Presenting Party	Info/Discussion	Subsequent Action Required	Responsible Party
Minutes of October 14, 2020 meeting	Adam Dobrowolski	Minutes reviewed. Approved by Dalton Miranda, 2 nd by Lisa Pike.	None	None
Communications	Adam Dobrowolski	Frank Sander announced his retirement, all parents should have received an email from him. Mike Buell, superintendent of TC schools, is our interim superintendent for the time being. He has been sending correspondent to principals weekly. Brother Dan's sent us a letter thanking our school, especially Julie Plichta, for supporting/organizing the food drive for Thanksgiving.		Adam
Old Business a) Committee updates 1) PTO	Adam	No updates from PTO		Adam

2) Auction	Adam	<p>115 Tickets sold thus far. First drawing is this Sunday. 770 have been distributed this year. Still looking for sponsorships. Our goal is 1,000 tickets sold. Typically we sell between 700-900.</p> <p>Julie will be putting together an email to help support local businesses along with our auction by encouraging the purchase of gift cards from local businesses and restaurants and then donate the gift card back to the school for the auction.</p> <p>Ticket price for gala has not been set, may stay at \$100. We have a sponsor for the venue (Bay Harbor Yacht Club).</p> <p>A list of acquisitions will be put together of items they'd like to see. A thought is if parents fill up to 4 items that would count 1hr of volunteer time.</p>	<p>Adam will get with Lynn to make sure tickets are ready and in the parish hall Sunday morning after the 10am mass and discuss if the ticket will be drawn on facebook live.</p> <p>Ideally meeting more often to keep communication up between members. Monthly meetings and let families know so anyone can attend that would like to.</p> <p>Something will be put together to go out to parents so they know what the needs are concerning auction.</p>	Adam
Father's Report	Father McCallum	<p>Confessions are on Saturday and Thursdays. Father James will be here this coming week and able to assist with school confessions on the 18th. Not using the confessional at this time due to COVID. 7/8th are offered weekly confession. Waiting for the new bishop, he should arrive in the next few months. Our interim bishop has been helpful.</p>		Father McCallum

<p>Principal's Report a) Finance Report</p>	<p>Adam Dobrowolski</p>	<p>Finance meeting is next week but looking back at October's year to date data we are down \$95,000 from this time last year. The church & school have been very conservative. We are \$46,000 under budget, and \$5,000 short of our CSA. Waiting on a \$30,000 subsidy from Holy Childhood for our first quarter.</p> <p>We applied for and received \$3,500 for our school library which is going towards new books, organization and updating the library.</p>		<p>Adam Dobrowolski</p>
<p>b) School COVID-19 communications</p>	<p>Adam Dobrowolski</p>	<p>COVID notifications are posted on our website by our tech director, Mrs. Swiss. Any time there is a positive case it will be posted there, and parents will be notified by phone if their child is in the same class as a student who has tested positive and if they need to quarantine. A letter is also sent home to the entire school. Mr. D. is in regular communication with the health dept. and follows their guidance. Some parents have concerns over whether other families are following the recommendations put forth by our school and the health dept. and if the school should step in and police it. Our school puts forth the recommendations and believes each family can self-assess. It's not feasible for the school to check on a case by case basis.</p> <p>The school continues to sanitize all surfaces throughout the day and on Wednesday's maintenance uses our</p>	<p>In the next correspondence that goes home to parents we will reiterate what the school is doing to halt the spread of COVID or any illness in the school along with how the absences are actually down from prior years due to less sickness/travel.</p>	<p>Adam Dobrowolski</p>

		<p>electro spray in all rooms, and periodically as needed. We have 3 air purifiers in the building and 2 in the church. The church is also using the electro spray and sanitizing between uses. There have been some concerns over the cleanliness of the church.</p> <p>SAC members feel that communications have been effective, clear and concise and that the school is doing really well.</p>		
c) Technology update	Adam Dobrowolski	<p>We have wrapped up the 3year installation of wall mounted projectors finishing up in both kindergarten rooms and the assembly room.</p> <p>We have a virtual prayer service weekly where we pray together, share intentions, birthdays and news which helps keep that sense of community strong during COVID.</p> <p>We purchased 84 used computers from the public school which arrived early November and have re-imaged and given them to students who purchased a computer.</p> <p>A concern from parents is that when not at school there are no restrictions on the internet.</p>	We will work with our technology director, Mrs. Swiss to advise parents on how to set up parental controls at home on their wifi.	Adam Dobrowolski
d) Curricular updates	Adam Dobrowolski	<p>New religion curriculum will be introduced in the fall of 2021. We are getting familiar with it this year. The different categories offered will help with assessing and will work with multiple text books. Teachers will be looking at this in their PLC groups each month.</p>		Adam Dobrowolski

		<p>Jennifer Kreft has joined our school as a paraprofessional. She was a teacher for 10 years and worked at the Sisters of Mercy before her sister house closed. She is helping in 3rd & 4th grades and has been a tremendous addition to our team.</p>	
e) Playground fundraising	Adam Dobrowolski	<p>Last year the playground committee was formed, with preschool teachers, Leigh & Krystyna, & kindergarten teacher, Patti Rash. We received a donation proposal and have fundraised \$21,000 towards the playground. We have kicked off our brick fundraising campaign – it can be found on our website and will also be going in this weekend’s bulletin.</p> <p>The PTO raised \$8,000 from the fall fun run to go to the playground, this money is included in the \$21,000.</p> <p>We need \$35,000 total for the entire project which will include updates to both playgrounds.</p> <p>In the spring we will seek volunteers to help with anything that needs to be done.</p> <p>The Baiardi foundation will help us meet our goal. If the brick fundraiser gets us there then the Baiardi foundation will help elsewhere.</p>	Adam Dobrowolski
f) Class Supply List – teacher feedback	Adam Dobrowolski	<p>It can be difficult for teachers to purchase supplies for each student as our class lists are not always finalized right away, especially this past year. Some parents/SAC members feel that it also adds extra to a teacher’s already busy load in prepping for the coming year. Many teachers feel that when a student brings something from home</p>	Adam Dobrowolski

		they also take more pride in caring for it. However, the teachers are willing to pare down the list to ease the burden for parents and keep the list at only what will be needed during the year and possibly changing the layout of the list.		
g) Christmas thank you to benefactors	Adam Dobrowolski	We have had a lot of donors this year, and our students have written Christmas cards to each one thanking them for all they have done to support our school. These will also include a letter from Adam.		Adam Dobrowolski
h) School Service Projects	Adam Dobrowolski	In our newsletter that will go out on the 18 th Adam will shine a light on service projects – kids’ letters, middle school students hanging lights w/ parent Bonnie Johnston, caroling during school hours w/ Mrs. Robinson/spreading Christmas cheer, Mrs. Jeffers class making rosaries for the hospital, letter writing campaign: to employees of McLaren w/ appreciation for all they do for our community, letters to retirement homes, seminarians & veterans. Students volunteering to lector and cantering along with the giving tree.		Adam Dobrowolski
i) Catholic Schools Week 2021 – January 31-February 6 th	Adam Dobrowolski	Normally we would encourage families to attend mass. We will be meeting with teacher teams & marketing for planning purposes and secure student speakers for mass. Student council will choose a theme for each day. Possibly reschedule our movie to this week, depending on COVID restrictions.		Adam Dobrowolski