

Saint Francis Xavier School
 School Advisory Committee Meeting Minutes
 Date: 8/18/2021
 7:00 PM St. Francis School Library

Meeting called to order at 7:00PM

Members present in person: Father McCallum, Adam Dobrowolski, Tim LaGasse, Kathy Coveyou, Julie Plichta, Amy Wilson, Jayme Weir, Jason Fate

Guest: Scott Cone

Teacher Representative: Ashlee Niswander

Absent: Daniel Monshor

Adam Dobrowolski – Opening Prayer, Pledge of Allegiance

Next Meeting – October 6, 2021

Agenda Item	Presenting Party	Info/Discussion	Subsequent Action Required	Responsible Party
Minutes of June 2, 2021 meeting	Adam Dobrowolski	Minutes reviewed. Approved by Tim LaGasse, 2 nd by Julie Plichta.		
Communications	Adam Dobrowolski	Dalton Miranda has relocated to New York. Lisa Pike has resigned as our rep. from Holy Childhood, so we will need to fill this position.	We will put a posting in the Harbor Parish bulletin	Adam
Old Business a) Committee updates 1) PTO	Adam	This will be Tim LaGasse's last year as president. We have a new treasure: Jessica Rambo to replace Nikki Nemec. PTO meets once a month, and will be offering an evening session once every other month to make it		

		more available to working parents. Hoping for younger families to get involved. A lot of fun events/activities planned for this next year, along with some possible changes in fundraising. A representative will be at the welcome back picnic.		
2) Auction	Adam	Raffle tickets will be printed and given out at the parent commitment meeting. Already working on sponsorship/acquisitions and will be compiling jobs for parents to sign up for at the parent commitment meeting. The event is at Marina lawn this year which will give us the space from Friday thru Sunday, and help from their staff. Looking to have a kickoff meeting before the parent commitment meeting.		
b) SAC officer election for 2021-22	Adam	Jason Fate continues as President. The vacancy for Vice President has been filled by Kathy Coveyou. If we have multiple candidates for a Holy Childhood representative, Jason and Kathy would assist Adam and Father in selecting a new member.		
Father's Report	Father McCallum	Visiting Gaylord tomorrow and will pick up any new info/updates on Covid and a new bishop - will relay to Adam. First all school mass is September 8 th . Father James is in the schedule roughly every 3 rd Wednesday. Super intendant, Mike Buhl, is still on medical leave and Eric Chittle (Principal at St. Francis TC) is filling in as acting super intendant.		Father McCallum

Principal's Report a) Finance Report	Adam Dobrowolski	June collections for the 4 th month in a row are up. \$49,968 in June which is up by almost \$18,000 from June last year. July 2020 to the end of June 2021 we are down \$107,313 from the previous fiscal year. Over the last 8 years only 1 year was lower than the "Covid year" which was 2015-16, but below previous years. Our 12 month projections were 1.3 million, and they totaled \$1,388,000 which was offset by donations. We budgeted for \$15,000 in donations and were blessed with \$95,000. The staff received a 2% raise (1% last year). 2 PPE loans allowed us to make payroll last year. We are returning to a step system for staff, which will be a nice incentive for newer employees and give them a bigger boost in the beginning of employment.		Adam Dobrowolski
b) Enrollment Update	Adam Dobrowolski	We are at a good place with 193 enrolled, not including an additional 16 in our Developmental Kindergarten and a full Preschool program. We have two teachers in every grade. 6th and 7th will combine for science and social studies.		Adam Dobrowolski
c) School Staffing Update	Adam Dobrowolski	This year we are adding a 5 th grade teacher, Hailey Bruce, as Peggy Fettig moves back to 3 rd grade. Hailey taught in FL, but is from MI and has a strong Catholic background. Molly McCarthy retired, and Lauren Pethers, a previous SFX parent and sub for us has taken her 4 th grade position. Previously she was a para-pro at Sheridan Elementary. Michelle Jenkins comes to us from Virginia, also a Michigan native, and she will be taking Linda Beer's 1 st grade position. She has over 20 years' experience teaching. Linda Beer is moving to Kindergarten. We have a new Spanish teacher, Lorena Donald, who will also do some para-pro work. Carol McKee will be our Title Aide/para-pro. We have a posting for another para-pro 15 hours/flexible. Housing has been a challenge for new hires.		Adam Dobrowolski

d) Capital Improvement Projects	Adam Dobrowolski	<p>This summer we did a playground renovation. Good turnout of family volunteers. New structures on the “little playground” (infants - K) with new climbing structures on the main playground. The roof on the garage that was damaged in a storm last summer will be getting fixed and middle school art students will be painting a mural on the back of the building with their teacher, Taylor Oberman. Fundraising bricks have been ordered, now on the hunt for someone to install.</p> <p>Maintenance to our playground gate</p> <p>The 1st fund the need item: electricity upgrades occurred over the summer: 3 circuits and replaced the main fuse box.</p> <p>2nd FTN item: we will be replacing old doors on the front of the building to match the other glass entry doors.</p> <p>3rd FTN will be to redo one of the art room walls, which will include new plumbing/sink, counter, and cupboards.</p> <p>Our playground gate issues are being resolved. It was too heavy and unsafe so Harbor Fence will alleviate the weight. ½ will swing, and the other ½ will roll.</p> <p>DK and Art room received wall-mounted projectors.</p>		Adam Dobrowolski
e) Back to School Plans	Adam Dobrowolski	<p>Adam’s first email out to families regarding COVID protocols notified parents that the Diocese is our authority. They believe mask wearing should be a family decision, and that is what we will follow. The school is secondary in supporting the family in our students’ education. We will stress to all students/families about being respectful of others’ decisions and medical needs.</p> <p>If there is a mandate from the state level we will have to follow. Quarantine rules will remain the same: confirmed cases and close-contacts will need to quarantine. We will continue to promote hand washing, sanitizing, wiping down surfaces, maintenance will continue to use the back pack sprayer regularly in rooms. Kids will be back in the cafeteria to eat this year but we will maintain distance by breaking up groups of</p>		Adam Dobrowolski

		<p>3 grades on the playground/in cafeteria. Hoping to do prayer service in person this year, but may have to split it up between grades.</p> <p>4th- 8th grade computers will have a new program, Lanschool, which will help teachers monitor a student's online behavior. Teachers will be able to view students screens from their computer, send messages back and forth w/ student, push them assignments, it will log keystrokes, be able to block specific sites, and be able to use while the child is at home.</p> <p>All students will sign off on the technology agreement yearly.</p>		
f) School Calendar	Adam Dobrowolski	<p>Camp Daggett will not be operating on Fridays, so our middle school trip has been moved to W/TH, October 13/14.</p> <p>We are hoping to have the Strings program again for 6th & 7th grade, and will be working on what other non-band electives we will be able to offer this year. Possibly Art & Spanish.</p>		Adam Dobrowolski