

Saint Francis Xavier School
 School Advisory Committee Meeting Minutes
 October 19, 2022
 7:00 PM St. Francis School Library

Meeting called to order at 7:00PM

Members present: Adam Dobrowolski, Jason Fate, Fr. Greg McCallum, Tim LaGasse, Jayme Weir, Kathy Coveyou, Tyler Swiss, Ashlee Niswander, Chrissy Swiss

Missing: Julie Plichta, Amy Wilson

Father Gregory McCallum, Jason Fate – Opening Prayer, Pledge of Allegiance

Next Meeting – 12/14/2022

Agenda Item	Presenting Party	Info/Discussion	Subsequent Action Required	Responsible Party
Minutes of August 17, 2022 meeting	Jason Fate	Minutes reviewed. Approved by Tyler Swiss, 2 nd by Tim LaGasse.	Minutes will be put on the website.	None
Communications	Adam Dobrowolski	Dan Monshor has stepped down from SAC due to time restriction. We have one vacancy we can fill and in our by-laws we would need it to be someone who is a St. Francis Parishioner.	It will run in the bulletin and newsletter.	Adam
Old Business a. Committee Updates 1) PTO	Adam Dobrowolski	PTO hosted the annual Fun Run with great success! We surpassed our goal of \$10,000 and came in close to \$14,000. The grassy area up on the playground worked out really well for the younger kids.		Amy

		<p>PTO will be supplying a dinner for staff on the night of conferences.</p> <p>Oktoberfest at Ron's Bar had a great turnout with \$600 in tips that will go to the teachers.</p> <p>Nov. 11th is Turkey Bingo. SAC members approved the liquor license moved by Tim LaGasse and seconded by Tyler Swiss. Total of 5 yeas, 0 nays, and 2 absent members.</p> <p>Basketball hoops are ongoing and should be finished Saturday. The Manthei family donated concrete.</p>		
2) Auction	Adam Dobrowolski	<p>Raffle tickets were distributed to most families last week. First early bird incentive is on 10/30 after 10am mass. There will be two dates where school staff will host hospitality hour, one date Sacramento Prep will, and another that will be hosted by PTO.</p> <p>We are developing committees to make sure things are coordinated smoothly. Marketing and data entry, acquisitions, sponsorships, event coordination, raffle coordination, etc.</p> <p>Jayme W. and Amy W. are working on the event, Julie P. and Tisha C. w/ data, Julie &</p>	Some families of students who have graduated from SFX have shared that they would still like to support our school by purchasing and/or selling tickets. We could offer families of alumni tickets to purchase/sell.	

		Katie F. on acquisitions, LeeAnn F. ticket sales, and sponsorship is Tony Lamerato.		
Father's Report	Father McCallum	We have Holy days coming up. Nov. 1st is All Saints Day, morning and evening mass will be provided. Nov. 2nd is All Souls Mass which will be on Wednesday/School mass. Dec. 8th is the Immaculate Conception - morning and evening mass offered. Dec. 15th parish pennant service and Advent is upon us.	Possibly switch our Wednesday School Mass from Dec 7th to Dec 8th for Immaculate Conception.	Father/Adam
Principal's Report a. Finance	Adam	September's Finance council meeting was canceled, October's meeting will be next week. We are close to last year w/ collections. Petoskey IT - we will plan to phase out of going through Petoskey for technology and potentially have our own IT person employed here.		Adam
b. Custodial & Bus update	Adam Dobrowolski	We have two additional maintenance positions filled, but are still short staffed in that area and no bus driver. We are contracting Johnsons busing for 3 days a week at \$300/day. We are busing 6th & 7th grade students to band and back, along with other students receiving services at Central and Lincoln schools. We have been using parents to help, and will continue to on Thursdays and Fridays.	We would like to sell our two buses and acquire a large van. If the weight of the vehicle is under 10,001 all that is needed is a chauffeur's license, up to 20,001 is CDL, yellow bus needs endorsement. This will be brought up at Finance Council.	Adam Dobrowolski

c. Endowment Fund	Adam Dobrowolski	<p>It has been in discussion for a few years but this fiscal year is our opportunity to start an endowment fund. Northern MI Catholic Foundation has a grant during this fiscal year - if we start w/ \$25,000 they will match \$10,000 which would start us at \$35,000. The goal would be to have a million plus. At the last Diocesan principal meeting it was brought up that we are one of the few that do not have one. Schools usually earmark endowments for <i>building, athletics, tuition, or general funds</i>. GTACS has a million in a general fund so they are able to use \$40,000/year which is really helpful.</p>	<p>We have a marketing and development meeting coming up where we will continue to discuss setting this up. Fund the need might consider the endowment need after primary need is met. We would like to set up a meeting w/ donors and alumni that are interested in getting this started. Utilize facebook - set up an alumni page.</p>	Adam
d. Fund the Need	Adam Dobrowolski	<p>Some ideas floating from teachers, parents, maintenance: air conditioning for library/assembly room, outdoor security cameras (last quoted at \$10,550), update staff lounge/assembly room, 4th floor bathrooms, etc.</p> <p>Windows have been ordered but there is a 20 week lag time and should arrive in Jan/Feb.</p>	Tyler suggested contacting the MSP for grants towards the outside security cameras.	Adam Dobrowolski
e. School Safety Grant	Adam Dobrowolski	Applied for Michigan St. grant, \$2,000 for on site assessment. \$3,500 for critical incident mapping.		Adam Dobrowolski

f. Eucharistic Revival	Adam Dobrowolski	Adoration will be continuing. Fr. Greg spoke w/ middle school students last week and Fr. James will speak w/ elementary students Nov. 9th		Adam
g. Parent Teacher Conferences	Adam Dobrowolski	Conferences are scheduled for 10/20, 4-8 p.m. Teachers shared a Google Doc so parents could sign up for their time slot. Feb/March conferences will be on request.		Adam
h. Camp Daggett - middle school - 10/27-28	Adam Dobrowolski	Middle school students will leave on our annual Camp Daggett overnight trip on 10/27. There will be opportunities for team building, problem solving, sports, etc. Parent volunteers will help with driving, and making breakfast, lunch and dinner. Sign up has gone out for food/drivers.		Adam