

Saint Francis Xavier School
 School Advisory Committee Meeting Minutes
 Feb 8, 2023
 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, Chrissy Swiss, Julie Plichta, Amy Wilson, Ashlee Niswander, Art Holszchu

Guests: Jenna Lamerato, Mike Heneka

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

Next Meeting – 4/19/2023

Agenda Item	Presenting Party	Info/Discussion	Subsequent Action Required	Responsible Party
Minutes of December 14, 2022 meeting	Jason Fate	Minutes reviewed. Addendum added by Tim: Approved by Tim LaGasse, 2 nd by Tyler Swiss.	Minutes will be put on the website.	None
Communications	Adam Dobrowolski	It has come to the Diocese’s attention that our standardized testing platform, NWEA, was found to have certain ideologies of LGBTQ in regards to book lists. It is an important instrument for growth measurement that we utilize twice a year. Superintendent Eric Chittle followed up with NWEA to see if LGBTQ ideologies would be found in the test itself - and as of right now it does not but the Diocese will be looking into alternative options. Any decision on the testing will be a Diocesan one.	Eric Chittle will be in communications with Adam on this issue.	Adam

<p>Old Business a. Committee Updates 1) PTO</p>	<p>Adam Dobrowolski</p>	<p>Tomorrow, 2/9, Daddy Daughter Dance. 40+ dads/kids are signed up! 8th graders will receive some of the proceeds towards their trip. On Valentines Day PTO will deliver the Candy Grams. A coffee hour will be February 19th. In April there will be Mother-Son bowling night.</p>		<p>Amy</p>
<p>2) Auction</p>	<p>Adam Dobrowolski</p>	<p>Next early bird 2/19. Little behind where we have been in previous years...low 600s. Pushing to sell to all 50 states, currently at 13 of 50 states. In March there will be a class competition - winning a pizza party! In April another class competition: the class that sells the most will take a walking trip to the waterfront and Petoskey Pretzel. We gained a couple more sponsorships, but could use some more. No chair-person, Adam is coordinating meetings and everything seems to be working out well.</p>		<p>Adam/Julie</p>
<p>Father's Report</p>	<p>Father McCallum</p>	<p>Fr. Ben Rexroat will be here on 3/1 and touring the school after mass. Bishop Walsh visiting on March 5, will lead a holy hour in the church. Student reconciliation on the 8th, parish reconciliation on the 16th. Stations will be Fridays during Lent but not during the week of spring break.</p>		<p>Father/Adam</p>
<p>Principal's Report a. Finance</p>	<p>Adam</p>	<p>Most likely due to the storm at Christmas December collections were down \$10,000 from last year coming in at \$79,177.</p>		<p>Adam</p>

		<p>For the school expenses YTD at \$490,779 and our actual total was \$484,308</p> <p>We recently had a donor give \$20,000 for general expenses. In discussion on what to do with those funds...possibly purchasing more computers?</p>		
b. Marketing and Development Committee updates/endowment fund	Adam Dobrowolski	<p>Goals - grow the alumni database. Amber Holt has an amazing list she has been working on that we would like to add. Hoping to reach more alumni by putting cards in pews to fill out with their information for one or two weekends, then put the cards at the exits with Father mentioning it occasionally at mass and could have it posted in the bulletin. Second, we would like to grow the school endowment fund. We would like to put together an alumni newsletter which Northern Copy Express will compile - can send digitally through Constant Contact. In the newsletter: report things in the school, upcoming events, history, alumni spotlight, fundraising opportunities, the endowment, helping alumni connect, etc.</p> <p>Alex Childress was here videoing during Catholic Schools Week. He will come back when students are in uniform. We would like to put testimonials on the website, have</p>	Going forward we will set up a board of overseers for the endowment fund, and roll it out to the wider public.	Adam Dobrowolski

		<p>a feature 2-3 min that can be shown at the Gala and sent to alumni.</p> <p>We had a donor put \$10,000 towards the start of our endowment fund through Northern MI Catholic Foundation which was highly recommended by the Diocese. It is not restricted - for general use. Name on the account is St. Francis Xavier School Fund. Can't touch the principal for 18 months. Annual growth is 7%.</p>		
c. Fund the Need - Parish Van	Adam Dobrowolski	<p>Purchased a used van for \$30,000. It would be 24 months for a new van, and if one becomes available we could trade this one in or possibly purchase a second one if funds become available. We received a donation of \$10,000 towards it, the parish subsidized the difference which will need to be covered.</p> <p>We have hired a new driver. First he will start with band runs along with students receiving services at other schools and then we plan to bring our Harbor shuttle back the following week. The buses will be turned in for scrap. The new van holds 11 middle school or 10 elementary students.</p> <p>Archie Fantozzi is checking with Flynn's on AC cost for the library.</p>	<p>Possibly put the \$20,000 donation received towards the van now and use Fund The Need for computers and other needs.</p> <p>New computers (\$300/each - would like 20 new ones for the school) or ask parents for donations towards computers? Currently we have around 150 computers.</p> <p>...Speaking of computers - KIDDLE interface (kiddle.com) instead of GOOGLE to avoid ads and inappropriate things.</p> <p>Send out a couple of thank yous to those who helped us get the van.</p> <p>Student's will have the opportunity to come up with a fun name for the</p>	Adam

		Deacon Paul is looking for someone who could run our technology as we veer away from Petoskey Public in the future.	van and we will get a St. Francis logo for the side of the van.	
d. School Site Assessment Report - Secure Education Consultants	Adam Dobrowolski	We applied for two grants and received the site assessment grant. On January 4th someone from Secure Security Consultants spent 3 hours doing a walk-through of the school with Archie and Adam looking at safety concerns and improvements. Since 2018 we've installed key fobs w/ doors, new interior door locks, and a new gate (needs to currently be repaired). We were given 17 recommendations to increase safety, and some we have already done.	Prioritize items on the list. Look into Ring doorbell cameras or other security cameras.	Adam Dobrowolski
e. Knights of Columbus Spelling Bee - Diocesan Finals Feb 12	Adam Dobrowolski	This is the first time we've participated in the Knights Spelling Bee. Finals are on Sunday! Same spelling list we used at the school bee. First week of May will be the Diocesan Catechism Bee.		Adam Dobrowolski
f. SFX Library Policies and Procedures	Adam Dobrowolski	We do not want to be quick to censor books but come up w/ a process of how to screen before we purchase/keep books in our library. A book that had a photo with people holding Black Lives Matter signs was brought to our attention - Parents are concerned there are some authors that sneak ideologies into books that go against Catholic teaching.	A special meeting to continue the discussion on the library policies has been set for Thursday, February 23 at 6:30PM.	Adam

		The book in question was researched, and thoroughly looked at along with seeking the Dioceses recommendation. Going further it would be helpful to implement a screening policy. Decisions will ultimately be up to the principal and superintendent.		
g. Enrollment period for 23-24 - new pre-K enrollment policy	Adam Dobrowolski	We have a new policy in place so that we can accommodate as many children as we can into our Pre-K, and DK classrooms. Children will only be allowed to be enrolled in one program at a time, however, consideration will be given for a second program if space is available. The priority enrollment document has been published on the website.		Adam
h. Uniform code review (Tim)	Adam Dobrowolski	Consistency across the board is important. We will have further discussion at the Special meeting later in the month on the uniform policy.	Due to time, the uniform policy will be discussed at the special meeting on February 23 at 6:30pm.	Adam

Meeting adjourned at 9:05pm