

St. John Vianney Parish
School Board
December 12, 2011

Members in attendance: Jim Swiderski, Chair; Susan Koehn, Vice Chair; Anne Brown, Secretary; David Crosby, Parish Council Liaison; Larry Francione, Bill Hattendorf, Karen Price, Kim Tallmadge, Pam Pyzyk, Principal and Laury Post, Home & School Associate Liaison.

Excused Member: Toni Kroeplin

Guest in attendance: Mike Ostrenga, Parish Council Chairman

Faculty representative: Mrs. Okruhlica

Meeting began at 6:46 with a welcome and faith sharing.

1. Topics Discussed

- a. Open Forum Policy – Jim shared and reviewed a copy of the Open Forum policy.
- b. Liaison Reports
 - i. **Home and School (H&S)**- Laury Post reported that the H&S December meeting was postponed until January. She has solicited and secured volunteers from the K4 and K5 classes to provide tours at the K4/K5 Open House. Laury reported that there will be an “off Bids year” adult event the evening of January 28th and family night February 4th.
 - ii. **Parish Council** – The Parish Council did not meet in November. David Crosby reported that the Strategic Plan has been finalized and will be turned in. The Quarterly report is due in January, but no changes are expected.
 - iii. **Faculty Report** – Mrs. Okruhlica reported that the classes have been busy with preparing Christmas cards and collection money and gifts for the families at Prince of Peace. Students and faculty are busy wrapping up work before the Christmas break.
- c. Chair’s Report -
 - i. School Chat – Jim Swiderski reported that on November 30th he and Pam Pyzyk hosted the first School Chat. It was well attended and well received. Jim received positive feedback. Pam presented the concept of a learning support leadership team, which is intended to serve the needs of children that may be Gifted and Talented or learning disabled. Jim presented the website initiative and the School registration fee change. The need for the change was understood and well received. There was a

suggestion to move up registration fee even earlier than December. Also, there was a suggestion that the fee should not be revenue negative.

- ii. School Mission Statement – Pam and Jim shared the new School Mission Statement with Fr. Ken. He appreciated the hard work and had one suggestion, noted and discussed below.
 - iii. Annual Fund – Pam and Jim discussed the endowment fund and the possibility of an annual fund with Fr. Ken. He urged that the administration (staff, etc.) of the annual fund be fully considered and thought through. He was not opposed to the idea of an annual fund, but noted it will take significant time to establish and maintain. Also, he mentioned there is untapped potential with Scrip that may meet the needs of the school. Pam and Kim attended Principals meeting regarding Annual Funds. The Principal of Catholic East presented the material. She has had success with annual funds. The presenter suggested that annual funds hit a different audience than parishioners. For example, grandparents are an untapped resource. Annual funds should be used to support the operating expenses of the school. She has resources she can provide to help get us started. Fr. Ken provided information regarding the parish's endowment fund. The School could apply for money if the need exists.
 - iv. Website Initiative – The Technology Committee will be hosting a summit to discuss web design initiative. Jim and Toni will attend for the School Board.
- d. Principal's Report – Pam Pyzyk reported on enrollment. The school currently has 465 students after middle school student withdrew. She has a number of tours scheduled. Nancy Arena has agreed to teach the morning and afternoon K4 class the remainder of the school year. Mrs. Klement will cover Thursdays and Claire Lange will cover the Thursdays that Mrs. Klement is unable to. Pam reported that due to attendance issues the professional development program she had scheduled to host for the area schools on January 2nd has been cancelled and will be rescheduled to afterschool sessions.
- e. Committee Reports – Jim requested future meeting dates for the remainder of the school year from Long Range Planning and Advancement, so that he may post the dates/times online.
- i. **Advancement** – Kim Tallmadge reported that we are ready for the K4/K5 Open House. Letters to parishioners with children entering those grades were sent last Monday, Dec. 5th (130 letters). The volunteers for the two days have been lined up. On the Friday after Thanksgiving,

approximately 1200 postcards titled “Enrolling Now” were mailed to Brookfield families. 30 businesses posted posters. There have been a few hits on the QR reader. There was a half-page ad in this past bulletin. There will be a full page ad in the Christmas bulletin. The Parish is very supportive of the Open House’s success. Kim requested School Board members attendance at the Open House on Friday January 6th at 9:30 and Monday, January 9th at 6pm.

- ii. **Finance** – Larry Francione reported that the Finance Committee met on November 18th and discussed budget. Pam had expressed a wish list to increase reading specialist to full time and add a learning disability specialist. Larry will be working with Jim Woloszyk. Next meeting this Friday, December 16th. The Finance Committee will discuss the Annual Fund.
 - iii. **Long Range Planning** –Susan Koehn reported that the Long Range Planning Committee has been working on Report Card. Susan provided the text to Toni who will work on the edit and layout. Susan shared a copy of the content and requested feedback via email. Also, Susan shared a preliminary draft of annual academic survey that she worked on with Andy Hillig.
 - iv. **Policy** – Bill Hattendorf reported that the Policy Committee met on December 2nd and reviewed Mission Statement goals and objectives. The Committee is considering eliminating the old goals and objectives altogether. After hearing Fr. Ken’s feedback the Committee will address this in January.
- f. New Business - none
 - g. Old Business
 - i. Approval of Revised and Final School Mission Statement – Jim shared a new draft of the Mission Statement with Fr. Ken’s requested change. He reiterated that Fr. Ken appreciated hard work. Fr. Ken made a suggestion to change “Church” to “clergy”. A question was raised regarding the order of the “clergy, parents, highly educated professionals, and the greater community.” Discussion if “clergy” should be moved. The School Board members agreed that the order of the words do matter and that faith is important. The Board agreed to leave the order as revised. Finally, Fr. Ken suggested “active” words for the tagline. The Policy Committee will consider.

2. Decisions Made - The School Board members approved the following version of the School Mission Statement and Tagline:

“As a community grounded in the gospel message of Jesus Christ, St. John Vianney Parish Catholic School of the Milwaukee Archdiocese inspires students to become individuals who know, value, and live their Catholic faith. Committed to the highest standards of excellence, we develop each child’s fullest potential spiritually, academically, artistically and physically through a partnership with the clergy, parents, highly educated professionals, and the greater community.”

“*Faith * Excellence * Community *”

3. Next meeting: Monday, January 16th at 6:30 (Room P200)

The meeting adjourned at 7:52 with a closing prayer.