

2/21/11 School Board Minutes

1. Meeting began with gathering in the church for Common Leadership Night at 6:30 p.m.
2. School Board meeting began at 6:45 p.m.
 - a. Members in attendance: Eileen Carter, Chair; Jim Swiderski, Vice Chair; Matt Fricker, Secretary; Larry Francione, Parish Council Liaison; Tim Flanner, Susan Koehn, David Crosby, Kim Tallmadge; Karen Price, Home and School Chair
 - b. Ex-Officio Members in attendance: Pam Pyzyk, Principal; Jill Fischer, Assistant Principal; Fr. Ken Knippel, Pastor; Dan Demeter, Courtney Albright, Gloria Goss, Deb Blaha and Jared Ziegler, Faculty Representatives.
 - c. Members Absent: Jean Wright
 - d. Guest in attendance: Ann Maguire Rizzo
3. Faith Sharing
4. Open Forum – Ann Maguire Rizzo attended to indicate her support of recent cultural changes in Middle School. Feels that the new disciplinary changes are based in and encourage fairness. She would like to see more information going out to the parents to help them understand and appreciate the thoughts behind the changes. Pam explained that the hope is to encourage more care among the students for civility and awareness of how behavior affects other students. Ann would like to see the School Board become more involved in the enforcement of the new protocol and to encourage and foster enthusiasm among the students and parents. Ann also indicated her appreciation for the commitment of the teachers to SJV as evidenced by the remarkable number of donations from teachers to the Bids for Kids Auction on 2/19.
5. Liaison Reports
 - a. Home & School – Karen Price reported
 - i. Unofficial numbers from Bids for Kids on 2/19. 100 items less in Silent Auction, but this area earned about \$10,000.00 more than the last auction. They met the \$25,000.00 technology updates goal for the Stop the Auction piece. Having the teachers up on the stage when then donations slowed was a nice addition and helped to increase the number of donations. Fr. Phillip Bogacki was thrilled to win the puppy and will announce the winning name as voted on by the students at Mass this Wednesday. There was a little glitch with the Bid Pals during the Technology appeal, and some donations were not reflected on the final bill for the evening. Those whose bills did not include their Technology donation will receive another bill this week. If you intended to donate and your donation was not recorded, please contact Karen Price for assistance with this issue. Likewise, if you were billed twice, also call Karen. They would like feedback on the Bid Pals. Initial feedback very

positive, particularly on listing of items not yet having bids and the items with bids below value.

- ii. High Interest Day – Changing things to help manage the budget for this event. Will offer more hands on art classes, especially for the Middle School students. May choose to eliminate the fleece blanket class because of the cost - \$12.00 per child as opposed to \$2.00 per child for the other classes. Registration is hopefully going to be online this year, rather than the procedure used last in the cafeteria, which some of the younger students found to be intimidating.
- b. Faculty Report – Staff is also supportive of the changes to the environment and is supportive of the changes.
- c. Parish Council Liaison – Larry Francione had to leave School Board meeting to attend the Finance Committee meeting for the purpose of presenting the 2011/2012 School Budget – Eileen reported for Larry

Larry did not attend last Parish Council meeting, so information obtained from minutes of last month's meeting. Would highlight several areas of interest in those minutes –

1. Stewardship donations are up so far this year, and in particular, were up at the end of last year.
 2. Jim Hessling's departure left us with a certain void in institutional knowledge that we need to fill from other sources. Jim Woloszyk is doing an outstanding job in filling in on the budget process. Should be made known that Jim Hessling's departure was for personal and private reasons and NOT because of any fraudulent acts. Jim Hessling is willing to assist with questions if people wish to contact him.
 3. Fr. Ken has taken on some part time help with the IT issues and some bookkeeping issues so as to keep things moving forward. They are in the process of seeking a replacement for Jim Hessling, but the process takes time.
6. Chair report – Eileen reported
- a. Strategic Plan update – in process of finalizing for final approval
 - b. School Enhancement – David, Eileen & Pam went before the Building and Grounds committee to address school security and requests for enhancing it. We'd like to see a buzzer on the main entrance door, and the cost estimate for that is approximately \$2,000.00 to \$3,000.00 dollars. Also raised the concern we have that during off hours, if Pam is in her office, she cannot see who may be not

only entering the building, but waiting to speak to her. Suggestion is a video camera that would allow Pam to see into the hallway from her office. May consider forming an ad hoc committee on the School Board for the purpose of looking into true security needs and means and sources for funding those needs. Larry Reihbrandt, Eileen and Pam are seeking estimates for 3 new signs – signs are wall signs for “School Office,” “Activity Center,” and one for Calhoun Rd. with changeable letters to announce School events, e.g. concerts, the play, conferences etc.... None of these items can be taken further until determine source of funding and budget constraints. Building & Grounds approved of signs but requested we not take the request to the City of Brookfield until funding is secured.

- c. Committee presentations at Mass for upcoming nomination weekend – all masses are now covered and everyone should follow the script provided so that the duties and responsibilities of members and the demands on the time of members of the School Board are as clear as possible.
 - d. Annual report card for parents - Looking into developing an annual report card for parents to assess their experiences at the end of each school year.
 - e. Tuition assistance for families of the school - Have had recent discussions about making everyone more aware of the availability of tuition assistance for families. Would like to make the process more open and hopefully increase the awareness of the opportunity to request assistance. More discussions with Pam and Fr. Ken to follow.
7. Principal’s report – Pam presented those in attendance with a timeline of events and happenings in the school and in the district with which she has been involved over the time since the last School Board meeting. She highlighted several items.
- a. Enrollment update – We are still receiving regular and frequent requests for enrollment options, and have conducted a significant number of tours. Have recently enrolled students in third and fourth grade for current school year. Have received deposits from many for enrollment for 2011/2012 school year. Current enrollment is 468, and that is the number upon which next year’s budget is based, so any improvement on that enrollment number would benefit the bottom line. Current projections for the 2011/2012 school year show that we are in particular need for students in K5 and 1st grade, as well as 3rd grade and 8th grade. Remaining classes are close to full or full with some on wait list for 2nd grade. Pam continues to contact all who call and express any interest in the school. Our enrollment figures are comparable to what is happening in the Elmbrook system as a whole. Current population projections indicate a decline in the school age population for the district as a whole.

- b. Many changes are being implemented in the entire school and these changes are based on the description of the Walk By Faith program as found in our Parent/Student Handbook. The emphasis in the changes is based upon safety, culture and climate of respect. Don't expect the Middle School Students to be completely silent, but are trying to instill a sense of awareness of those around them and how their actions may affect others. The focus is on the behavior in the hallways and hope that the increase in civility in the halls carries over to the classrooms, the lunch room, the playground and the bus.
 - c. Leadership Cohort Training – All members of the School Board are asked to attend these sessions, with two sessions having occurred so far this year. Unfortunately, the locations for the meetings is not convenient, and the dates were told to the members rather late this year, so have only had about half of the School Board able to attend the first two sessions. The Arch asked if St. John Vianney would host these meeting for the next term, and Pam agreed, in an effort to make them more accessible to the members of the School Board. We can do the three session program again, starting on March 10. Pam will send out information with the new dates, and once the three new members of the School Board are discerned, they will be notified of the last two sessions on May 19th and August 11th so that they may attend as well.
 - d. District 4 Principals' meeting – discussed upcoming professional development day on February 25h. Theme of this day is "The Three Pillars of Lent: Prayer, Fasting & Almsgiving." Teachers will attend a focus session on each of the three pillars. Katy LaFond will facilitate the session on prayer.
 - e. District Spelling Bee – Four SJV students competed from the 5th, 6th, 7th & 8th grades at the District 4 Spelling Bee. Eighth grade student Grace Tallmadge became the District 4 Spelling Bee Champion and went on to compete in the CESA 1 Regional Spelling Bee. Although Grace did not win, she did an excellent job of representing SJV.
 - f. Catholic Schools Week – despite snow day, everything went very well, with the week culminating with the annual 8th Graders vs. Staff Volleyball game.
8. Committee Reports
- a. Advancement/Development – Kim reported
 - i. Our sign blew away in the recent high winds, but it has been located and is now in the garage.
 - ii. Toni Kroeplin created a new logo for the school which we have been using since the fall. The Athletic Board has contacted her asking that she design something similar for athletics that takes from the new school logo. Will help to be consistent.

- iii. Sunday new parishioner meeting – David reported that there were several new families in attendance with small children.
- b. Finance – Eileen reported that Larry Francione was at the Finance Committee meeting presenting the proposed budget. Larry will report on how proposed budget was received at next School Board meeting.
- c. Long Range Planning – Susan Koehn reported
 - i. Have had some minor set backs on timing of the completion of the survey
 - ii. Are still assessing whether or not to include the Student Classroom assessment piece on a separate survey to be completed every year by everyone. Arguments in favor of this approach are that the information would be more current and we would be addressing issues on a timelier basis for those who express concern about a particular issue having to do with the classroom experience. In order to remove that piece from this year's survey, we have to be certain of the process and procedure by which we would seek that input on an annual basis. Given Fr. Ken's preference to reduce the number of surveys being circulated, the three year cycle for the school may be preferable. However, it is not well suited to immediately addressing areas of concern among the school families. No final decision has been made on whether to remove that piece from this year's survey.
 - iii. As to this year's survey, they have organized the questions from last year's survey and set goal categories. They have submitted the initial form for review to the members of the committee and will be sending it out to parents shortly.
- d. Policy – Jim reported
Committee met on Friday, February 11th and finalized a Harassment and Bullying Policy, and began the assessment of the School Board Guidelines for the need to make changes based upon how things have actually run over the course of this year. The Committee will meet again on Friday, March 18th to make final changes to the School Board Guidelines and to finalize the changes that we have been working on with respect to the School Board Policy Manual.

Meeting adjourned at 8:15 for gathering in Church Hall for Committee reports and social time.

Next School Board meeting will be on April 11, 2011 at 6:15 for Common Leadership Night and discernment. Gather in the Church.