



Site Advisory Council Meeting Minutes  
May 18, 2022  
Resurrection Parish

**Mission Statement:**

Providing quality Catholic education in Allouez

**Vision Statement:**

In partnership with parents and parish communities, we provide a transformational, faith-filled educational experience for each student.

Academic      Spiritual      Emotional      Social

**Core Values:**

Respect                      Excellence      Joy      Compassion      Discipleship

**Present:** Blaire Morois, Bridget Erwin, Kelly Gusloff, Justin Dart, Carrie Mahlik, Kay Franz, Peter Weiss, Kerry Kratzke, Magy Hernandez, Katie Gelb, James Block, Steve Farone, Teresa Adler, Jenny Hoppe

**Absent:** Amy Ertman, Fr. Tom Reynebeau, Fr. Bob Kabat, Sarah Johanski

Site Advisory President Kelly Gusloff started the meeting at 6:06 p.m.

1. **Opening Prayer:** *Loving Father, we know that Spring is a metaphor for change. Some changes we eagerly await, and some we strongly dislike! Some changes we plan, and others arrive uninvited. To all these changes may we seek your perspective, beckoning us to expectation, hope, and rebirth. May the sunlight and the rain be reminders to us that you are at work renewing the earth. As a God of renewal, you are ever at work in our lives, too. Open our eyes and hearts to the needed changes in our lives this Spring. Awaken us to new life and perspective. In Jesus' name we pray. Amen.*
  
1. Welcome & Thanks!
  - To the Sunshine Committee, parents and volunteers who helped make Teacher Appreciation Week a success
  - Thanks to everyone involved in Special Person Day
  - Thanks to Mr. Block and Mr. Parins who put on a great concert at the Res Campus last night
  - Thanks to Steve Farone for taking on the SAC treasurer role
  
2. Open Forum
  - Justin offered to assist Kay with the exterior signage for the FACS at the Res Campus
  
3. Approval April Minutes - Bridget E.
  - Motion to approve minutes – Peter W.; second – Kerry K. Motion carries.
  
4. 2022-2023 Fundraiser/Auction Update
  - Kickoff meeting happening on May 23<sup>rd</sup>

- Sign-up genius launched on May 4<sup>th</sup> and all food tables have been covered
- Corporate sponsorship outreach
  - i. It's been three years since corporate lists have been vetted; an anonymous volunteer is vetting the list
  - ii. Student artwork and testimonials will be used for corporate and parishioner solicitation
  - iii. Corporate outreach begins in mid-June
  - iv. Parents are needed for follow-up calls
- Decorations are in the closet at Res and will go through them the week of May 23<sup>rd</sup>
- Mobile app – various app demos are happening now at the GRACE level; awaiting results to determine if a unified approach will make sense
- Discussion ensued regarding coordinating corporate asks with “Brick by Brick 3.0” campaign (e.g. are we going to have a letter writing campaign, and if so, should it be coordinated?)

#### 5. Principal's Report – Kay F.

- Staffing is going well for next year; Jackie Crown is only faculty who isn't returning
- Mr. Block will be taking over band program; Kay is working with St. John the Baptist to share the music position so that we can collectively hire for a fulltime position
- Enrollment is going very well; currently at 32 kindergartens at present; 38 eighth graders are graduating
- 8<sup>th</sup> graders are going to Camp Tek later this week
- Annie the musical will be held next week Thursday evening at 6:30 p.m.
- Step-up day is this Friday for all grades with the exception of 4<sup>th</sup> graders, which will be held on the 26<sup>th</sup>
- Bridging ceremony for K-4<sup>th</sup> grade is happening after Mass on last day of school, June 2nd
- 8<sup>th</sup> grade graduation is May 31<sup>st</sup> at 5:00 p.m.
- New curriculum resource will be purchased next year for science; will also be a focus on technology standards
- Wednesday rotations at Res campus will likely continue
- MAP testing went well; Kay will bring more information on results to June meeting
- School will be adding a liaison (50% position) for ESL families to further connect them with the school family

#### 6. Financial Report – Kerry K.

- March cash balance at beginning of month is \$207,861; assessment will come out on July 1<sup>st</sup>; presently operating a \$17,000 surplus against TSF goals
- Carrie M. has requested an itemized listing of Sunshine Committee expenses
- Kerry K. will send out present balance account summary to SAC members

#### 7. Old Business

- Calendar of Events
  - i. Welcome Back Event
    - 1. All new SAC members are invited to June meeting if they are able to make it; many have expressed an interest in assisting with planning collaborative events between campuses.
    - 2. Meet the Teacher night will be combined with new Welcome Back event; will encompass both campuses.
  - ii. Some parents have expressed a desire to have more unified campus; SAC will welcome the formation of a committee to coordinate and plan events. Newsletter invitation will be forthcoming.
  - iii. Kerry K. is willing to help plan and coordinate Trunk or Treat next year and will work to secure a date soon.
- Scrip updates
  - i. Jake M. is working on 4<sup>th</sup> quarter Scrip reports
  - ii. SAC is very thankful for all work that the Scrip committee has done this year
- 8<sup>th</sup> grade fundraising efforts
  - i. Car wash, bake sale, coffee sale and other efforts have been ongoing

- ii. Car wash was very successful
- Volunteer hours communication & follow-up
  - i. Kay will reach out to GRACE for report on who opted out of service hour requirements
  - ii. Jenny H. will provide a report to Res Campus office of families who haven't met volunteer obligation yet, and Kay and office staff will consolidate lists and forward invoices.
  - iii. A suggestion was made that there be a cutoff for volunteer hours to be completed for next year to make reporting and tracking easier.
- 2022-2023 preliminary budget discussion
  - i. Kay's "wish list"
    - 1. Replacing classroom furniture (some desks could use some updating); middle school has greatest need; rough approximation would be \$10,000 per classroom for furniture updates
    - 2. Some whiteboards also need replacing in classrooms
    - 3. There is also a desire to convert water fountains to water bottle filling stations; COVID grant funding will cover installation of systems but not the systems themselves. Cost is approximately \$1000 each and 2 are needed at Res and 1 at St. Matt's campus
  - ii. Kerry circulated a spreadsheet of initial budget considerations; discussion ensued; Kerry will revise based on discussions and recirculate. Additional line items will likely be added to provide more detail. Budget will need to be voted on next meeting (in June). Steve, Kerry and Kelly will work on preliminary budget prior to next meeting.

## 8. New Business

- Transition documents
  - i. Kelly reminded the committee of the importance of having written documentation and succession plans in place for all committees and projects
  - ii. We have a Google Drive for SAC as well; can be found in shared drives
- Committee Restructuring
  - i. Committee discussed that group dynamics and times often call for updates and changes; bylaws will need to be amended to add committees; this should be revisited
  - ii. At next meeting we'll further discuss needs for next school year in terms of committee structuring
  - iii. Kelly will add overview of bylaws for June meeting; everyone should review bylaws before next meeting and offer suggestions for modifications
  - iv. Teresa made a motion to form an ad hoc budget committee in advance of next meeting to put together budget proposal in advance of next committee; Peter seconded motion. Motion carries.
    - 1. Justin, Teresa, Steve, Kerry, Kelly will be a part of the ad hoc committee; Bridget and Blaire will be optional members.

## 9. Subcommittee Reports & Commitments

- Athletics/Booster – Chris Haese
- Parent Advocacy Committee – Kelly Van Handel
  - i. None
- Fundraising – Justin Dart
  - i. None
- Activities and Community Outreach
  - i. None
- Catholic Service and Spirituality – Peter Weiss, Amy Ertman
  - i. None
- Sunshine – Carrie Mahlik, Jenny Hoppe, Teresa Adler
  - i. None

**Closing Prayer/Adjournment:** *Gracious Lord, we thank you for the opportunity to be together this evening. As we close this meeting, surround us with your love. May we see your beauty, feel your love, know your wisdom, and experience your power within our community and within each other. Please remind us of the countless gifts you give us, and help us to always be grateful for love and presence in our lives. We ask this through Christ our Lord, Amen.*

Meeting adjourned at 8:26 p.m.

**10. Next Steps:**

**11. 2022-2023 SAC Dates**

- *Locations switched between St. Matt's & Res Campuses*
  - June 16 at 6:00 pm
  - **Combined July/August meeting TBD (doodle poll to be sent)**
  - September 15 at 6:00 pm
  - October 13 at 6:00 pm
  - November 10 at 6:00 pm
  - December 15 at 6:00 pm
  - January 19 at 6:00 pm
  - February 16 at 6:00 pm
  - March 16 at 6:00 pm
  - April 20 at 6:00 pm
  - May 18 at 6:00 pm
  - June 15 at 6:00 pm