



Site Advisory Council Meeting Minutes
January 19, 2023
Virtual/Zoom

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, Kelly Gusloff, Justin Dart, Carrie Mahlik, Peter Weiss, Magy Hernandez, Jenny Hoppe, Steve Farone, Kim Noe, Heather Milbach, Krissy Miskella, Angela Moore, Matt Dufek, Kerry Kratzke, Fr. Bob (late)

Absent: Bridget Erwin, Kay Franz, Fr. Tom Reynebeau, Sarah Johanski, Danielle Bruder, Matt Klika

Site Advisory President Kelly Gusloff started the meeting at 6:03 p.m.

Opening Prayer: *Lord, you make all things new. You bring hope alive in our hearts and cause our spirits to be born again. Thank you for this new year and for all the potential it holds. Come and kindle in us a mighty flame so that we may know you, love you, and serve you better in this year ahead. In Jesus' loving name we pray. Amen.*

1. Thanks!
 - Thank you to SAC from Lori Starry – Christmas card thank you.
 - Thank you to SAC from Lynn Fink for gift cards.
 - Thanks to Blaire & Jake handling Christmas Scrip – Kelly G.
 - Thank you to Sunshine for all the Christmas goodies.
 - Thank you to Jake for arranging gift cards to Sunshine – Jenny H.
2. Open Forum
 - Jenny H – 3 years since Christian's passing. Jenny will bring card for everyone to sign at the next SAC meeting. Trial coming soon. Extra prayers needed.
3. Approval November Minutes - Bridget E.
 - Motion to approve minutes – Steve F.; second – Justin D. Motion carries.
4. Principal's Report – Kelly G. for Kay F.
 - Plans in place for Catholic School's week. A lot of fun events planned. Kelly G. tried "sharing" her screen but there were tech difficulties. Did not read off details. They will be listed in this week's newsletter.

- Peter W. & Matt K. are coordinating Sunday masses. Sign-up genius went out. There are a few spaces open, but they are confident they will have them filled.
- Open enrollment for current families starts January 27th and for new families on January 29th.
- Goal is 300 students for 2023-2024. Currently 289 enrolled.
- Marketing plans in place. Power Point before church masses, electronic signs, facebook posts.
- Safety & Security: New doors at main entrance and gym entrance at the Res campus being installed next week. Res Parish is paying for the new doors.

5. Financial Report & SCRIP Report – Steve

- Steve provided a summary of current cash on-hand at GRACE and the Scrip cash account at Associated
- SCRIP update - No current update
- Expense inquiries - identified some recent expenses that have been difficult to categorize or pinpoint. He would like to see each receipt coded by the committee they are on for future tracking. Receipts also need a visible date.
- Budget notes - Steve proposed we add a “write off” line item in next year’s budget.

6. Calendar Raffle Update – Kelly G. gave update on behalf of Bridget & Danielle

- To date, 400 tickets sold. Grossed approximately \$8,000 in sales.

7. Old Business

- Tuition agreements
 - i. Kim D (GRACE president) did not like our tuition agreement submitted. She strongly suggested the following:
 - ii. Pre-K; \$50 SCRIP requirement & encourage but not require service hours.
 - iii. K-8; \$250 SCRIP requirement & service hours.
 - iv. Kelly G. stated this is the standard Kim would like all GRACE schools to require at some time in the future.
 - v. Carrie M. thinks we should communicate this to families before CSW. Matt D. said he will add it to the newsletter.
 - vi. Jenny H. said with it marking the half-way point through the school year, we should communicate the amount of volunteer hours people have worked. Kelly G. will add in the newsletter to get in touch with Jenny H. if you want to know where you are for volunteer hours.
- Holiday Event recap
 - i. Jenny H. – difficult to hear St. Matt’s Christmas Play. Possibly next year, plan with the parish ahead so we can use their sound equipment.
 - ii. Kerry K. – Pre-K concert should be split from the K-4 concert. It was strange with all the Pre-K families leaving. Some stayed if they had older kids. If staying it gets late for little kids.
 - iii. Blaire M. – Res band concert was great.
 - iv. Carrie M. – Charlie Brown play was excellent with great sound and that was in the gym.
 - v. Jenny H. – Great to get both campuses together for Charlie Brown play and upcoming CP Carnival.
- Campus FAC sign (RES)
 - i. Justin D. showed examples of a few options from Creative Sign.
 - ii. Everyone like the white 18” lettering with the FACS cross logo.
 - iii. Add FACS logo to St. Matt’s campus as well.
 - iv. Waiting on quote from Fast Signs.

8. New Business

- 2023-2024 EC Openings
 - i. Kelly announced nomination for the Chair/Vice Chair positions.
 - ii. Chair – Carrie Mahlik; Vice Chair – Heather Milbach
 - iii. Motion to approve new Chair/Vice Chair positions – Fr. Bob; second – Steve F. Motion carries.

- iv. Plan is to have new Chair/Vice Chair shadow our current Chair/Vice Chair for the next 6 months and then have them in place starting July 2023.
- Facility upgrades for security/aesthetics (Res campus) – vote to approve certain dollar amount for project.
 - i. Kelly G. brought this up from Kim D (GRACE president)
 - ii. Kim D. suggests FACS uses funds to create a more secure and inviting front door entrance at the Res campus. Use architect to plan it out correctly.
 - iii. GRACE has a \$100,000 budget for facility upgrades. It's meant for each school to use \$5,000-\$10,000 but it hasn't been used by any of the schools thus far. GRACE and SAC could share expense.
 - iv. Needs to be initialized by June 2023 if we are interested. Clarified with at least a quote started by then.
 - 1. Issues brought forth by SAC:
 - a. Fr. Bob said SAC can't approve anything before we speak with Resurrection parish leadership. They own the building.
 - b. Is it a security issue or an aesthetic enhancement? Two different ideas. Kelly G. said both. Kim proposed we move the front office down to the entrance doors.
 - c. Blaire M. said this could cost upwards of a million dollars to work with an architect and have this completed.
 - d. Matt D. said this is too tight of a timeline to work with. Typically working with an architect, there are multiple drafts.
 - e. Steve F. said this would be something we would need to take a loan out on and that's not a good idea in today's market.
 - f. Kerry K. said she knows a person that works on school security. She will pass that name along to Kelly G.
 - g. Kelly G. said she spoke with Kay about this, and she said it's the first she's heard of it.
 - h. Kelly will table this for now and talk with Kim D. more to get better clarification and perhaps invite her to a meeting to discuss further.
- Teachers' Lounge – vote to approve to move forward.
 - I. Update this summer with plans to be using new lounge next school year.
 - II. New flooring, cabinets, sink, cosmetics, electrical, lighting.
 - III. Amy Kocken will help with design.
 - IV. Fr. Bob suggested asking GRACE for the facility upgrade money to use on this project.
 - V. Ballpark estimate - \$15,000 per Kay F. (Seems low per some SAC members).
 - VI. Need formal quotes/estimates.
 - VII. Justin D. suggested we form a committee to talk about long-term ways to spend our money.
 - VIII. Will table until we get formal quotes/estimates from Kay F.
- After School Clubs – Title Four Funding:
 - I. Kelly G. brought this up on behalf of Kay F.
 - II. Pay someone to administer/teach After School Clubs at the St. Matt's campus. Ex: Martial Arts, Chess, Crafts, Drama, Mind Craft Coding.
 - III. Fr. Bob suggested that certain clubs will need equipment (Martial Arts – padding). Maybe we can use the Title Four Funding to invest in equipment and have the instructors volunteer their hours? By paying the instructors, this could set a precedent for other after school activities such as coaching and volunteers.
 - IV. Unclear and more questions to be answered by Kay.
 - V. Table discussion until next month.
- Mid-year Check-in
 - I. SCRIP questions? Volunteer hour questions?
 - II. SAC could host a night for new families to check-in.
 - III. Kelly G. could send a mid-year check-in to new families.
 - IV. Touch base with Kay on this and see which she would prefer.

9. Committee Reports

- Fundraising – Justin & Kim – signage previously talked about.
- Activities and Community Outreach – Danielle, Heather, Magy and Kerry K.
 - i. Cookies, cocoa and cards event planned for February to make Valentine cards for McCormick Home.
 - ii. Two open gyms planned in January & February at St. Matt's gym. Parents must accompany children.
 - iii. P/T conferences at the end of February – planning supervised play/childcare at the St. Matt's parish hall. All volunteers will be Virtus trained.
- Catholic Service and Spirituality – Peter W. & Matt K.
 - i. Catholic Schools Week masses – volunteers (previously spoke about).
 - ii. Plug for the NDA Musical – The Little Mermaid playing this weekend at NDA.
- Sunshine – Jenny H., Carrie M., Krissy & Angie
 - i. Krissy treated all the crossing guards with a gift.
 - ii. Finished with the teacher Christmas gifts.
 - iii. Planning for Spring.
- Marketing and Communications – Matt D.
 - i. Newsletter – create new section for recognizing FACS alumni accomplishments & volunteer opportunities.
- Athletics/Booster – Chris Haese
 - i. None
- Parent Advocacy Committee – None

10. **Closing Prayer/Adjournment:** *Dear Lord, we give you thanks for allowing us to work together and serve you and our school community during this meeting. We ask that your blessing be upon our endeavors and upon all present this evening. May your love and grace continue to guide us in everything we do in this year ahead. With grateful hearts, we pray. Amen.*

11. 2021-2022 SAC Dates

- *Locations switched between St. Matt's & Res Campuses*
 - 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

12. Upcoming Events

- **Jan 28-29 Catholic Schools Week Masses**
- **Jan 29-Feb 4 Catholic Schools Week Activities**
- **Feb 1 CSW All-School Mass/CP Carnival**
- **Feb 2 Parent/Child Sports Tournament – RC 6-8pm**
- **Feb 10 No School – GRACE In-Service**

Meeting adjourned at 7:48 p.m.