



HCS Advisory Council Minutes from Thursday, January 25<sup>th</sup> at 6:30 PM.

Opening Prayer was led by Father Joseph.

**Attendees:** Dr . Rick Erickson, Fr. Joseph, Gary Kraus, Grant Nadler, Jenna Lawless, Kristi Wilkum, Melissa Bink, Jon Karls, Brant Breuer

**Absent:** Fr. Gary, Dena Entringer, Justin Schneider

Adjustment to the agenda, one closed session topic will be moved to next month when Fr. Gary is present.

No changes were proposed to the November meeting minutes.

#### **Standing Committee Updates**

Education: Next committee meeting will be on March 20<sup>th</sup>. At the December 5<sup>th</sup> meeting, discussed establishing a school philosophy and a mission statement for the committee. Discussed the town hall meeting that was held January 23<sup>rd</sup> with the Cyber Security topic. Potential Field Trip to 3D Dairy in the spring of the year. Sara is stepping down at the committee chair, will keep her post until a new member steps in.

Finance/Treasurer's Report: Next committee meeting will be in March. Balance Sheet and Profit/Loss was shared. The trust fund has been input into the Franklin Templeton in hopes to earn more interest. The school is operating well and is in good financial condition.

Fundraising: Letter that went out before Christmas (in church bulletin) has generated over \$2K in donations. Pancake breakfast has been moved to May 20<sup>th</sup>. Dr. E is looking to create a science room, a restricted fund has been started to input donations toward the project. Hickory Hills Social will be held on April 14<sup>th</sup> with a meal at 6:00 and auction at 9:00. Calendar sale will begin the first day of school, the committee is currently soliciting advertisements. Pizza sales are expected to match last year, about \$5K.

Home & School: Will meet in February.

Marketing/Recruitment: Marketing met last week, will continue the newsletter but is seeking help to put it together. Lego event will not be taking place this year due to scheduling conflict.

**Machine Proposals:** Of the provided comparisons, The Kyocera 4002i is what the council recommended.

**Recommendation Future Make-up of the School Advisory Committee:** Motion made by Kristi to keep the By-laws as they currently are written. Jenna seconded. All approved.

**Recruitment Action Items/Update:**

- Kristi shared a draft of a letter that will be personalized to the list of up-and-coming preschoolers. It will advertise the upcoming preview days (Kindergarten Preview Feb 23<sup>rd</sup> and Preschool is March 16<sup>th</sup>). Will indicate if the normal timing of the preview day doesn't work, other appointment times will be accommodated.
- Grant called the administrator in New Holstein but wasn't able to obtain any records from them on the census data. Kristi will take to a social media person she works with to see if she has any additional ideas.
- Jenna reached out to Kayleen and obtained St. Mary's baptismal records.
- Dena reached out to Lori for St Isidore baptismal records; she provided these to Dr. E.

**Calendar Discussion 2018/2019:** First mass of the year, slated for Wednesday, August 29<sup>th</sup>. Will have a Teacher Meet and Greet/Supply Drop Off from 5-6PM, Mass at 6PM, and a 7PM Brat Fry. Should have clear communication to all of the families so they know what to expect, and to ensure to indicate that the families are invited to all activities. 1<sup>st</sup> day of School: Sep 4<sup>th</sup>. Some changes in the calendar are to accommodate the School Choice Program. Semester Break will be on December 20<sup>th</sup>. Some of the council members were concerned about the of number of half days ad it's more difficult for working parents to arrange half day child care.

**Fr. Joseph:** Encourages promoting the school to non-Catholic members in our community to increase our outreach and potential student population. He's aware of other ways to cater to them during the school/religion session should that be needed.

**Dr. E Report:**

Updated SAC contact list was provided.

eRate – Likely will receive \$125 per month toward internet.

**Internet Service** – unsuccessful so far in getting better service at the school.

WRISA accreditation was received (is an annual renewal).

Gave the Accreditation evidence document to the staff for them to complete, is asking the members of the SAC to complete the evidence sections of each numbered item if they wish to provide assistance to Dr. E to complete the appropriate documentation. Dr. E is seeking volunteers to be present for questioning when the evaluators will be in the school, has 5 parents/grandparents thus far. Coming out of this accreditation process, we'll have annual goals to keep the school improving.

**School Choice:** John Wagner will be the administrator for the program. Julie and Dr. E will be designees. Children entering 4K, Kindergarten or 1<sup>st</sup> grade, if a child qualifies, their sibling will automatically qualify. The School Choice program allots a specific amount of seats per school. We should use this opportunity as a marketing tool. If we attract more students than we have seats, we will use the Kramer fund or other allotted funds for tuition assistance. If

Hygiene bag to be filled for the St. Ben's House of Peace. Lenten activity to begin on Ash Wednesday. Stations of the Cross will be moved to Fridays during lent at 2:15PM. Feb 23<sup>rd</sup>, March 2<sup>nd</sup>, 7<sup>th</sup>, 16<sup>th</sup>, 23<sup>rd</sup>.

Closed session 8:29PM. Talked budget and personnel. Back into open session 9:12PM.

Closing Prayer was led by Father Joseph.

Next meeting Thursday, February 22<sup>nd</sup> at 6:30 PM.

Meeting minutes submitted by Melissa Bink