

**St. Joan of Arc Parish School  
School Advisory Board  
Meeting Minutes  
November 16, 2010**

**Members Present:** Bill Sturm, Brian Gilmore, Del Sarajian, Maggie Koltermann, Becky Schoenauer

**Members Absent:** Timm Goodmanson, Bill Burg

**Ex Officio Members Present:** Holly Cerveny, Dan Mowbray, Julie Kneiser

**Guests:** None

**Meeting Start Time:** 6:32pm

- I. Opening Prayer:** The Lord's Prayer was recited by all.
- II. Review of Minutes:** Minutes were reviewed and a motion to accept as written was made by Becky and 2<sup>nd</sup> by Brian and approved by all.
- III. Old Business:** Combined with Principal's Report
- IV. Principal's Report:**
  - A. Current enrollment: 94
    1. One new student, Sarah in second grade started last week
    2. Two possible new students from Lake Country School whose parents attended the SJOA Parish Auction
    3. Holly has two tours scheduled next week for JK students
  - B. Exciting happenings from last week: Archbishop and Superintendent visits, new whiteboards, marketing display with bulletin board for visitor info by gym entrance, Father Mike made an appearance at the middle school dance last week, most of the guest students in attendance was from St. Charles, our students invited to middle school dance at St. Anthony this Friday where we will need one chaperone from our school, participating schools will get together and make one set entry fee for all school dances.
  - C. T-shirts for baptism bags have arrived, the sport the logo "Future student of SJOA".
  - D. Baptism Buddy Program: Participating second graders will send annual letters to their assign baptized baby, an attempt to build relationships for our school.
  - E. Webgrader: Glitches with the program changed "B" grades into "D's", the program should be up and running next quarter.
  - F. Holly gave us the figures for the Smart Boards/Mimeos:  
6x \$399 for Mimio XI Bar  
6x \$100 for Wireless capability  
6x \$210 for Capture kit  
Total :\$4254

Shipping is \$40

This means we went slightly over the “funda” dollars and have no projector.

There were memorials, an endowment, and some donations earmarked as for the school that will be used to purchase the projectors (which are close to \$500 each). These memorials did not specify items what the money was to go to (like art or statues for example), but the families will be notified that the money given was used to provide these resources for classroom teachers in order to keep them in the know about what their generous donations were used for.

The 6 homeroom teachers will be trained in use of the technology at the Learning Exchange in Brookfield. While their rate is typically higher, I was able to get them to reduce their rate to be workable with the amount I have available in professional development funds through a Title II grant provided by the government.

- IV. **Pastor’s Report:** Father Mike absent but Bill S. reported for Father that the meeting with Superintendent went very well. He also wanted to thank everyone for the wonderful evening at the parish auction
- V. **Home & School Update:**
  - A. \$23,000 in fund prior to dinner auction, Julie will email final numbers out next week
  - B. Dinner auction brought in \$56,833.98 prior to payment for dinner and wine to The Legend.
  - C. More fundraising ideas are being worked on including a trivia night and a wine tasting event (St. Charles’ wine tasting brought in \$6,000 profit)
  - D. There was a Home & School meeting on Tuesday, new families were in attendance, they LOVE our school!
- VI. **Budget Report:** Timm has been working with Holly on budget, more info coming soon
- VII. **Marketing:** Holly reported for Barry Shuck
  - A. St. Nick event planned on the night of the Feast of St. Nicholas in our gym. Children will leave their shoes outside and come out to a treat left in their shoes. A craft will be planned for the multipurpose room afterward. Geared toward ages 3-8 but all ages are welcome.
  - B. A-Capella group “Cats Pajamas” from the Madison area will be coming the last part of February or early March. Promotes fine arts in schools. The group works with the kids during the day, then give a concert at night. 40% of the proceeds go to the school.
- VIII. **Athletic Report**
  - A. Basketball practices have begun and going well.
  - B. We are looking for volunteers for home games starting the first week of December. Michelle Burg and Mary Schermitzler working with Dawn Rowe on volunteer schedule.
  - C. Possibility of adding a sound system in the gym? Possible to use Home & School funds to add sound system before the “Cats Pajamas” concert.
- IX. **Parish Council Report:** Dan has nothing to report
- X. **New Business**
  - A. SAB December meeting has been moved from the 21<sup>st</sup> to the 14<sup>th</sup>.

- B. Full-day JK: The possibility of extending the current half-day program into a full-day program. The additional cost is \$200/week per child. Currently only one JK child in after-care program. The possibility of adding a 3K program was brought up but all agreed that the planning and marketing necessary would push that back to the 2012 school year.
- C. Suggestion Box: Dan suggested a suggestion box for parents and visitors to drop off quick thoughts for Holly to read and relay as needed. Holly will discuss with father.
- D. Print Portal: Holly is having trouble deciding which items to use our free \$500 on. The trouble is that most items are printed up with the Archdiocese of Milwaukee, not SJOA. There are a few items that can have the SJOA info added. One possibility is to order T-Shirts for our school children to wear on field trips.
- E. Jeb Scarecrow's Pumpkin Patch was a great success. We were not able to get any type of marketing list started as planned, but may have been for the best not to scare any guests off.
- F. \$500 Referral plan was briefly discussed: possibly offer to existing parents for bringing in new families or perhaps a credit towards tuition.
- G. Vacation Bible School was such a huge success, the suggestion was made that we contact all the families in attendance, especially those with children entering the 4K level.
- H. Catholic Schools Week is Jan 31 – Feb 4. It was suggested that we do a wine tasting event (with a casual open house) that week instead of an open house after mass. Also suggested that we have a Mardi Gras party the Friday before Fat Tuesday (March 8<sup>th</sup> is Fat Tuesday). Both events could be potential fundraisers.

**XI. Adjournment: Motion to adjourn by Brian G., 2<sup>nd</sup> by Becky and approved by all.**

**Next Meeting: December 14, 2010**

Respectfully Submitted,  
Delmita Sarajian

**Reminder: If you are unable to attend a School Advisory Board meeting, there is a folder with your name on it in the school office for you to pick up meeting materials.**