

**St. Joan of Arc Parish School
School Advisory Board
Meeting Minutes
September 21, 2010**

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

Members Absent: Timm Goodmanson, Bill Burg

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

Guests: Barry Shuck

Meeting Start Time: 6:34

Opening Prayer: The Lord's Prayer was recited by all.

Review of Minutes: Minutes were reviewed and a motion to accept as written was made by Becky and 2nd by Maggie and approved by all.

Old Business:

Signage:

- Brian Gilmore and Barry Shuck have installed the signs on Hwy C.
- One sign is double sided. It will probably be changed to a single sided sign to avoid confusion to drivers.
- Village of Nashotah won't allow business signs on residential property.
- Julie will check with property owners of Sawyer and Nashotah Roads to see if they will allow a sign on that corner.
- Trail blazing signs are not allowed.

Goals 2010 - 2011

1. Enrollment – 111 by 2010.

- Current enrollment is at 93 students.
- Need 18 students to meet this goal.
- How many current families will have incoming 4K/5K students next year

2. Promotion of School

- 4K will run a play for area childcare centers on 10/29 – 10:00. Mrs. Klapperich is working on/planning this.
- Prospective families should be invited to play.
- Advertise in bulletin
- Publicize in public libraries
- Contact/Invite the YMCA
- Contact Children's Play Gallery in Delafield

- Fr. will follow up with Mary Merz to see if they are involved with the Children's Play Gallery and to see if they will provide contact information gathered at the Crazy Day.
- Plays may be held quarterly.
- Need to do a lot of PR before end of calendar year.
- Catholic Schools Week is Jan 29 – Feb 5, 2011
- Offer Open House before Catholic Schools Week instead of during.
- Need to strengthen Open House Format
- Looking for a chairperson(s) to organize Open House
- Need to get dates on the calendar
- Bill will send Holly the info on advertising at Marcus Theater (last year - \$500/30 days, ad was shown before every showing of every movie). This year's ad could include January Open House info

3. Solidifying Middle School:

- Open gym time for middle school students only.
- A dance for middle school students – invite all schools within our district. Ask Rob Warren to DJ.
- Student Council – Holly will talk to Nancy Weas.
- Service Projects for middle schoolers
- OHS Homecoming Parade

Welcome Del to SAB:

- Del Sarajian has agreed to fill Laura Zgrabik's vacated position.

Secretary Position:

- Bill Sturm mentioned that the By-Laws have no restriction on whether a new member can hold an officer position.
- Del has agreed to fill the Secretary position.

Principal's Report:

- Teacher laptops have arrived and emails should be up and running soon.
- Student computers will be upgraded 9/22 with office 2010
- Web Grader should be utilized.
- On October 5th, Kathleen Cepelka, Superintendent of Schools, will tour SJOA. She will return on November 3rd to speak to school families and guests.
- There is a need for someone to write welcome letters to new parishioners. – Holly will check the 'At Home Volunteer Opportunity List'.
- 4K/5K play – October 29th
- Archdiocese will have a table at the Halloween Spooktacular at the Milwaukee County Zoo on 10/29 and 10/30. We will need volunteers to man the table for a specified period of time.
- \$500 Print Portal will be available again this year.

Pastor's Report:

- We are still in transition with new Bishop
- Superintendent of Schools will meet with area Pastors to discuss her plans for Area Catholic Schools.
- Faith Based Education is not as strong a value anymore – need to explore why.

Home & School:

- See attached minutes

Budget:

- Timm and Bill are not present. Budget tabled until October.

Athletics:

- Volleyball is going well.
- We will have 5th, 6th and 7th grade girls Basketball teams
- We will have 6th grade boys Basketball teams. 7th grade boys will merge with St. Anthony's again. Brian is still working on a 5th grade boy's team.
- Fr. Mike encouraged Brian to attend the first Christian Formation meeting on Wed 9/22 @ both 4:00 and 6:30 PM to talk to 5th grade boys.
- Fr. Mike needs a list of current volleyball coaches and will also need names of basketball coaches when they have been named.

Parish Council:

- Good response about VBS and parish festival.
- Jennifer Hartnett did a great job running VBS.

New Business:

- Need new variety of Spirit wear.
- Re-Design the website for ease of use. Del informed the committee that the website was revamped last year and could be upgraded further. Del will work with Holly.
- Friends of SJOA facebook page – Ok was given to link to SJOA website.
- Dan and Becky will plan a Halloween dance for 4K – 4th grade students.

A motion to adjourn was made by Becky and 2nd by Maggie and approved by all. The meeting was adjourned at 8:36 pm. The next meeting will be held in the library on **Tuesday, October 19, 2010 at 6:30 pm.**

Respectfully Submitted,
Julie Kneiser

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.

Addendum: Home and School Meeting Minutes

Home and School Meeting Minutes

September 16, 2010

1:30 – Multi-Purpose Room

Attendance: Julie Kneiser, Jennifer Zellmer, Elaine Hills, Jean Ibric, Kristina Marada, Lori Hughes, Jodi Ritter, Angie Tjugum, Erika Straka, Ali Schweitzer, Cathleen Slattery, Cathy Donner, Kathy Keleher

1. **Committee Positions:** Julie Kneiser stated only two committee positions have been filled – President and Secretary. The other positions remain open. A notice will go home in the Wednesday envelope asking for volunteers to fill the open positions. Julie's husband leaves for Australia next month so she will need everyone to step up and help.
2. **Fundraising:** The Dinner Auction and Scrip will be the main focus for fundraising this fall. It is really important for everyone to use scrip to help increase our fundraising dollars. After the Dinner Auction is complete we will evaluate whether additional fundraisers will be needed to satisfy our commitment of \$50,000.

There is approximately \$13,000 in the Home and School account. \$4200 is from last year's

Dinner Auction "Fund -a" and was earmarked for purchasing a Smart Board. It needs to be determined whether this purchase will take place. New laptops were recently purchased for all teachers and new software will be installed to update all student computers, making them compatible with software students may have at home.

3. **Homecoming:** October 8th is Oconomowoc High School's homecoming parade. The theme is "Glow Coming". Anyone interested in making a float should contact Julie or Mrs. Cerveny. Other ideas were to have the students walk in the parade with a "SJOA" banner and the students in fluorescent glow wear. Arrowhead has their parade on October 1st. Julie Kneiser is checking whether they allow outside schools to participate in their parade, and if so whether there is any interest from SJOA families in participating in this parade.
4. **Grandparents Day:** Friday October 22 is Grandparents Day. The middle school field trip conflicting with that date has been changed to September 30th. Jodi Ritter has offered to organize this event. Please contact her if you wish to help.
5. **October Fest:** A request has been put in to reserve the school gym to hold an "October Fest" on Saturday, October 9th. Pending approval, some ideas were to have a family social including a movie for the students. Parents could bring appetizers and drinks. This would be a great opportunity for new families to meet old and for everyone to "catch up".

6. **Nine, Wine & Dine:** The SJOA Athletic Associations Golf Outing fundraiser will be held on Saturday, September 25th at Ironwood Golf Course. All proceeds benefit the school athletic program so that all student athletes can participate in sports programs for free. The committee is still accepting donations of items or money. Please sign up and support SJOA athletics.
7. **Dinner Auction:** The auction committee is having their meeting at 2pm today. Elaine Hills stated many of the parishioners are excited and have been asking questions about the event. The Tjugum family donated postage for the first mailing that went out. A postage donation for the invitation mailing is being solicited. The committee is hoping to showcase certain auction items after mass in the weeks leading up to the auction.
8. **Scholastic Book Fair:** The book fair will be held the week of September 27th. It will be set up Monday the 27th and packed-up Friday October 1st. Since students have library on Friday's this year they will not get a chance to view the book fair during that time. Teachers will be encouraged to bring the students in to view the fair.
9. **Ideas for the School Year:** Additional ideas for the school year include holding a Trivia Night, a Wine Tasting event, Bingo, Mardi Gras Fat Tuesday celebration, Elegant Farmer Pie Sales for either the Easter or Thanksgiving Holidays.
10. **Other:** A volunteer is needed to organize and submit the Campbell's Soup Labels.

**Respectfully Submitted,
Cathy Donner**