

**Advisory Council Meeting
November 16, 2016
Pemberton Library 6:30 p.m.**

Members in Attendance:

Heidi Hilliard
Anne Bloesser
Dr. John Shreve
Trisha Klement
Sara Hiett
Jason Pierce
Jack Price
Tug Rix
Emily Miller
Troy Morton
Julie Lee
Ann Bjelland

Members Absent:

Fr. Jeff Poirot
Jon Souder

Guests:

Kathy Kopp
Daphne Gomez
Kim Pierce
Debbie Holton

1. Opening Prayer
2. Approval of previous meeting minutes
3. Guest Speakers
 - Debbie Holton – Catholic Charities
 - over 92 cents of every dollar goes to clients
 - goal: to help 1,000 families out of poverty each year over the next 10 years
 - offer multiple programs to educate people on how to get out of and stay out of poverty
 - 6th-8th graders visit once a year and participate in the “A Servant Leader” program
 - 6th grade - learn about the nucleus of the family
 - 7th grade - learn about homelessness
 - 8th grade - learn about welcoming the stranger (i.e. refugees) - service project: write a letter to a refugee that is new to the United States
 - Kathy Kopp (3rd) & Daphne Gomez (1st) – Reading A-Z

- grades PK4-3 currently using
- being used alongside AR
- younger grades are able to listen to book while following along
- 3rd will be moving up 1-2 levels over Thanksgiving
- Excellence in Education funds covered subscription
- council would like to see this program kept for many years to track growth over time and to allow younger kids continuity over years
- Kim Pierce (8th) – IOWA Assessment
 - IOWA - norm-reference test
 - compares individual student results with national performance
 - encompasses reading, writing, math, science, history, spelling, grammar, listening
 - scores are a snapshot of a student's achievement at that point in time (Fall 2016)
 - test used to see what they have mastered in previous years, what they've retained over the summer, and how the instruction in the classroom needs to be altered to foster continued growth
 - student score monitors individual student's growth annually, national standard score compares performance nationally
 - each grade equivalent was above current grade level (e.g. 1st grade-1.7-1st year.7th month)
 - will be compared with other Catholic schools in the spring
 - Trisha Klement will be using data for marketing/development

4. Principal's Report

- PreK changes
 - currently have full-day PK3 and full day PK4
 - Dr. Shreve is proposing one half day class of PK3 and two half day classes of PK4 for 2017-2018 school year; will be full 5 days a week; will put 12 kids max in each class
 - listing as "full day" comes with jump in accreditation requirements, concern is that that is a long day of instruction for such a young age
 - extended care/stay 'n play will still be available for families who need full day - will be at an hourly cost
 - PreK tuition will be adjusted

5. Finance Council Report

- see attached report
- main issue: will most likely run at a deficit 2016-2017 school year due to decreased enrollment, changes in staffing has saved money, will also be getting funding

6. HSA Report – Ann Bjelland

- class-sponsored staff lunches in October and December
- instead of lunch in November parents sponsored pies for all faculty members
- \$200 - October Campisi's fundraiser
- \$90 - Chick-fil-A fundraiser

- \$350 - “Freshen Up” Botox fundraiser
- \$995.94 - Kendra Scott fundraiser
- Nov. 28 - HSA & POG joint meeting at Rodeo Goat - will go over Christmas parties and POG class projects
- Dec. 6 - “social” meeting at Rodeo Goat

7. Dad’s Club Report – Jason Pierce

- Bowling Night in November was successful

8. Committee Reports

- Executive Committee
 - met via email to set agenda
- Catholic Identity
 - see attached report
 - met in November to begin brainstorming mission and vision statements
 - will meet again after Thanksgiving to finalize statements
- Development and Marketing
 - post online reviews
 - website revamp is nearing completion
 - Open House Jan. 28-29
- Facilities and Grounds
 - bricks should be ordered by end of the week, will take 10-13 weeks for bricks to be delivered
 - exterior of school building has been pressure-washed
- Strategic Planning
 - see attached report
 - identified pillars to help generate new strategies that result in increased enrollment and presence in the community
 - began working on initiatives for “Touch More Lives” pillar
 - each Advisory Council member will be asked to contact 5 families before Open House

9. Pastor

10. Adjournment



HOLY FAMILY
CATHOLIC SCHOOL

Advisory Council Committee Report Form

Please submit one copy of this report to the Secretary via email the Friday before the Advisory Council meeting.

Committee:	Finance	Meeting Date:	11/9/16

Attendance List

(Denote committee chairman with an asterisk)

Members Present	Members Absent
John Shreve*	Emily Miller
Tracy Head	Fr. Jeff Poriot
Heidi Hilliard	
Ann Bloesser	
Monica Molina	

Discussion Summary:

Balance Sheets ending September 30, 2016 and June 30 were presented.

As of September 30 no use of savings was used for operating expenses. Expenses related to CSM evaluation were paid out of savings.

Due to decreased enrollment 2016-17 will have a deficit in income to operating expenses. That deficit will be covered with savings.

Items for council consideration:

PreK financial feasibility as applies to benefit to students and enrollment.

Next Scheduled Meeting Date:	none
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Prepared By:	Heidi Hilliard	Date:	11/15/16
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HOLY FAMILY
CATHOLIC SCHOOL

Advisory Council Committee Report Form

Please submit one copy of this report to the Secretary via email the Friday before the Advisory Council meeting.

Committee:	Catholic Identity	Meeting Date:	October 27, 2016
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Attendance List

(Denote committee chairman with an asterisk)

Members Present	Members Absent
Joyce Roberts	Emily Miller
Anne Bloesser	Jon Souder
Father Jeff	
Mary Lopez	
Kathy Kopp	
Kim Pierce	
Trisha Klement	
John Shreve*	

Committee Goals and Timeline:

Rewrite the school's mission statement

Discussion Summary: Facilitator, Arlene Anderson Jones, President, Holy Trinity Catholic School (St. Alice/Holy Family parishioner as a child/teen/young adult)

Using model of reaching consensus:

- Members began process with statement preparations before the gathering. We focused on the 3 essential elements/factors of Image/Identity, Purpose, and Promise.
- Each member was to record words and phrases that express thoughts, priorities, understanding on the 3 essential components.
- At our gathering, using large sticky poster notes, members recorded words and / or phrases for each of the essentials.
- Arlene had us "dump and clump" words / phrases that were similar. Then, we had to come up with action words that reflected our mission.
- Our homework then was to begin using the words, phrases, action words to begin working on samples of mission statements.



HOLY FAMILY
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Advisory Council Committee Report Form

Please submit one copy of this report to the Secretary via email the Friday before the Advisory Council meeting.

Committee:	Strategic Planning	Meeting Date:	Sept 26; Nov 14, 2016
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Attendance List

(Denote committee chairman with an asterisk)

Members Present	Members Absent
Father Jeff	
Trisha Klement	
John Shreve	
Jon Souder*	

Committee Goals and Timeline:

Sept 26 -Brainstormed current issues such as rewriting school's mission statement that will "drive" the strategic plan

-Identified "pillars" to help generate new strategies that result in increased enrollment and presence in the community

Discussion Summary:

Nov 14 – Jon S. presented his strategy (Draft) which identifies the pillars; will assign other pillars to SAC members

-Began working on initiatives for "Touch more lives" pillar (See attachment)

Ideal State – COMMUNITY AWARENESS

- Provide more opportunities for our students to serves the parish and local communities (Catholic Charities, SVDP, AYAH, etc.). Have more of a presence in the community.
- Using social media to network
- Discussed current barriers
- Discussed current initiatives
- Other initiatives : Tell/Write the VALUE story of HFCS, quantifying the good works (2-minute Video Ideal)
- Began discussing strategies for Open House (January 28/29, 2017). Speakers at Mass should include those "high network" parents and / or recent HS grads who attended HFCS
- Each SAC member to contact 5 families (contact information provided)



A Servant Leader:

- Treats others with respect and compassion;
- Listens to others, and values their opinion;
- Can be trusted to do the right thing;
- Works with others, and teaches them to lead;
- Helps others with their needs;
- Encourages others by setting an example;
- Persuades instead of commands;
- Selfless - Thinks about others, not just themselves;
- Makes choices that benefit the future.

*"For even the Son of Man did not come to be served,
but to serve..."* ~Matthew 20:28