**DSCS Education Committee Meeting Minutes**

November 14, 2016 – 7:00 pm

Opening Prayer led by all at 7:06

Mission Statement – read by all at 7:07

Members Present Don Walter, Lynn Sauer, Vicki Malueg, Mindy Tesker, Brian Weyker, Madonne Rausch, Dave Robinson, Jodi Keller, Elene Paulus. Excused absences: Jen Eischen and Theresa Wood

Approval of October Minutes: motion by Don Walter and 2nd by Elene Paulus

Old Business: Technology Raffle Fundraiser is going well. Over 100 tickets have been turned in this first week.

New Business: Review Home & School Financials/Discuss Creation of Home & School Budget – would be great to see what is being “spent” above the $55,000. Woodchips, Teacher Appreciation, Graduation cake, Coach Bus every 4 years, Room Parent money, wish list, etc.

Group Break-outs:

* Policy – we will work on wording that we will take precaution for all occasions where this could be an issue (Veteran’s Day, Grandparents Day, Fish Fry, Funerals, etc.). Will add a note that if you are safeguarded within your first year the school will pay the $22 fee, however if they don’t get it in and request it later, the family will cover the cost. We will also give the families the chance to pay the fee if they wish. Every 5 years, another background check has to be completed for $22 which the school will absorb.
* Technology – The mobile cart has been updated with new wires – it is all safe. Switch downstairs by scrip computer to make that area safer. Wifi is in the gym and that is where the scrip computer will pull from.
* Building & Grounds – Reviewed outstanding items from the teachers list, some included: Bathroom partition has been discussed. It really needs to be replaced, determining on who will pick up the cost, but it sounds like parish is taking over the project. Lighting update in the bathrooms as well. Lights in the parking lot was discussed. Possibly adding 4 lights on the back fence. Mason contractor will be contacted to look at the block by Mrs. Pierson’s room to help find where it is leaking. To get new locks on the doors for safeguarding will be about $5000 next year for 4 sets of doors.

Committee Reports/Address New Business (30 minutes):

* Building & Grounds – Will look at a way to create more shade in the parking lot.
* Recruitment & Retention – Hoops and Mania will be coming up in January for Marketing. We will be in the Belgium Christmas parade. Buying banners and a permanent float to be able to use it each year for all parades. Informational bags will be included for new people who move into the area. Beer and Wine is April 29th. Justin Schininger has volunteered to play.
* Staff Appreciation – Teacher conference lunch was a success. Christmas gifts being discussed.

**Principal Report**

**Accreditation Update**

* I have heard nothing so far. There is to be a scheduled meeting soon. I will keep the committee posted on the progress.
* Michele Pierson volunteered to serve on a team on November 8th & 9th - She had a good experience.

**Professional Development:**

* Our Learning Support Team met November 2nd to plan our staff in-service on 6 Traits of Writing and Mentor Texts. We also discussed our November data collection for F & P, Math, Writing and RTI updates as well as Iowa testing review.
* November 7th our entire staff met to go over RTI updates and to complete them prior to conferences. We also logged and reviewed our data and Iowa testing data. We did spend a significant amount of time in grade level groups collecting items and planning our approach to teaching the 6-traits of writing using mentor texts. More work will be done on this at our November 30th meeting. We are also working on peer collaboration and peer observations to develop our best practice.

**Academics**

* Iowa data was reviewed and as a whole we are well above grade level in each class.
* Science and Religion Reviews are underway with the staff.

**Budget**

* Review Home & School Financial information & discuss forming a budget-see attached
* We will review the School Budget numbers in December.

**Building & Grounds**

* Subcommittee will report out on ongoing projects
* New Bathroom is working well for the 5th and 6th grade students.

**Personnel**

* Ursula Spence, the academic support teacher, has given her notice. She is currently looking for another job. I will discuss an end date with her in the near future. Plans are underway to adjust existing staff to cover the support.
* I will be advertising for someone in extended day from 3:00-6:00 - If you know of anyone who may be interested please send them my way (They need to be at least 18 years old.)

**School Safety**

* We completed our October and November fire drills and had excellent exit times.
* We need to look into having the fire department notified when our alarms go off.

**Long Range Plan**

* I have not moved forward with the proposed expansion of 7th grade in 2017-18. Looking for committee feedback before we move forward.

**Enrollment for 2016-17**

* We currently have a count of 90 students enrolled for this school year.

**Other:**

* Veteran’s Day- Tuesday- We have roughly 60 Veterans signed up
* The teachers really appreciated the meals you provided during conferences- Thank you all so much!
* Advent Service Project-The school will be collecting money to help sponsor 4 Gift-a-Child requests. We may also be doing another jean collection and men’s t-shirts for the Port Washington food pantry at their request.
* We are working on connecting with Forest Haven to set-up monthly visits for our students
* December 8th is the Immaculate Conception- Mass will be at St. Rose Chapel and our students will be doing the readings.
* Students will be singing at Mass at Holy Cross on Sunday, December 11th

Motion to adjourn at 8:45 by Eric Schmitz and 2nd by Jodi Keller

Closing Prayer read by all at 8:45

Next Meeting date: 12/12/16 @ 7:00pm – Christmas Party – bring a snack to share

# *Saint of the Day – St. Lawrence O'Toole served as the Archbishop of Dublin in the 12th century. He dedicated his life to creating unity between Ireland and England. May we also pray for peace and unity in our country in this time of great divide!*