



MCDONELL AREA CATHOLIC SCHOOLS

Est. 1882

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Our Mission: Committed to the formation of community, academic excellence and the spiritual and physical well-being of each student in the Spirit of Jesus Christ.

Our Vision: We are the school of choice for an excellent Catholic faith based education within the Chippewa Falls area. We welcome all families to be a part of our school community no matter their faith or financial means. In partnership with our parents, we form the whole child in support of our values and mission. Our vision of the whole child consists of a lifelong learner, who upon graduation, is academically prepared for post-secondary education and career, grounded in relationship with Jesus Christ, balanced physically and emotionally, and actively engages as servant leaders in family, parish, and civic communities.

EDUCATION COMMISSION MEETING SUMMARY

Thursday August 18, 2016 5:30 p.m.

Central Office Conference Room 1

AGENDA	LEADER	NOTES
Welcome – Call to Order Introduction of NEW Commission Members and Early Childhood Dir.	Michelle	<ul style="list-style-type: none"> Introduction Paul Roach – St. Charles Borromeo Parish Rep. Karla would alternate with him as needed. Jayne Brannen – new Early Childhood Dir
Opening Prayer - Fr. Walijewski	Msgr. Mark	<ul style="list-style-type: none"> Prayer for Beatification and Canonization
Review Mission/Vision Statement Review evidence of the last month	Mary All	<ul style="list-style-type: none"> Review mission statement Core value of faith – Brian Schulner sent out an email blast – received a response from alumni in support of his email and the school Recognize the students that continue to support the school/church over the summer through picnics and mass
Review June Minutes	Michelle	<ul style="list-style-type: none"> Consensus
Standing Committees Finance Diocesan Approval of 2016/17 Budget June 30 th Year End Financials review Health Insurance increase FLSA impact on salaried staff <u>Facilities (Building and Grounds)</u> Spruce Street Construction	Bob Mike/Bob	<ul style="list-style-type: none"> Jeff would follow up to see if there was an “official” approval of the 2016/17 budget by the Schools Office. Audit complete in July – will review when we receive results Health insurance increased by 12%, we were told to anticipate 5% by the Diocese. Teresa has been meeting with each employee individually to go over benefits Salaried employees under the \$47,700 level will need to become hourly St Charles Spruce street close to finished City approved the asphalt for the alley Facilities toured Notre Dame for condition and usage Bleachers – decision is to repair verse replace

<p>Bleachers</p> <p><u>Marketing</u> NWSF – Update</p> <p><u>School Improvement Action Plans</u></p>	<p>Mark/Jeff</p> <p>Lynn</p>	<p>bleachers. Lumber is sourced. Will need volunteers to replaced boards. Athletic Booster Club and Athletic Director are aware of bleacher plan</p> <p>Committee had not met. Cathy Greenseth will be working with them to get started for the Fall.</p> <ul style="list-style-type: none"> • Not present, had sent out a notice in June to meet to look over a draft plan. Could not get schedules to match will try to convene in Sept.
<p>Staff Reports</p> <p><u>St. Charles Early Childhood</u></p> <p><u>St. Charles/Holy Ghost Elementary</u></p> <p><u>Notre Dame MS/McDonell HS</u></p> <p><u>Academic Affairs & Accreditation</u></p>	<p>Jaynee</p> <p>Mary Sue</p> <p>Brian</p> <p>Mary H</p>	<ul style="list-style-type: none"> • Jaynee - #1 goal is to learn and grow the current staff and continue to build a strong staff. Just hired Jared Jasper – MACS alumni as a new Teacher. • Mary Sue was excused, and Jeff reported. Carolyn Volrath – new administrative assistant at St Charles and Val Siegenthaler, offered the position as the new 4th Grade Teacher. • Questions were raised as to partnering vs. teaching. Jeff would get clarification from Mary Sue. • Brian was excused. Jeff reported that ND/McD – fully staffed – Jean Wacker came out of retirement until we can hire a HS English teacher • Angela Wood – new administrative assistant • Commission extended kudos to Brian for his first email communication • Next year there will be a freshman orientation in May for parents – earlier than fall • Accreditation - Mary is working with Wisconsin Rapids Assumption, Wausau Newman, and La Crosse Aquinas. Looking at similarities and sharing resources. Where there are trends they will discuss with the Diocesan Office of Catholic Schools. • Teacher evaluation program – Diocese is rolling out a NEW method this year – sight observation, and written. Emphasis is to develop specific areas. • Choice scores for testing – ASPIRE scores – next week teachers will have scores – will be able to look at data analysis, trends and create a plan • Discussed issue of the label “Common Core” on the elementary math textbooks. Mrs. Briggs will send out a note to families on the term and the math curriculum.
<p>Old Business</p> <p>Chairperson Annual Calendar</p>		<ul style="list-style-type: none"> • Scott was excused and tabled to next meeting

<p>Presidents Updates Enrollment numbers</p> <p>Sisters from Tanzania</p> <p>HR Coordinator</p> <p>Strategic Planning Process update</p>	<p>Jeff</p>	<ul style="list-style-type: none"> • Enrollment – 431. Had extensive conversation on why families/students are leaving. Exit interviews are sent out via email to families – but there is little response. Do we have someone make a phone call – someone that has built a relationship follow up such as a Faculty, Staff, Administrator, Pastor or Commission Member. Create a trend line of how many leave annually. • Risk area – if someone transfers in – there is a risk they do not stay. How are we helping them heal • McDonell needs to become a homeland secured employer before we can hire the sisters of Tanzania. Working with Diocese • HR coordinator – Jen Eager – working with us Tuesday and Thursday and Mondays and Wednesdays at Regis. Between the two schools about 270 employees • Strategic Planning Committee will be meeting to put final approval on the process
<p>New items</p> <ul style="list-style-type: none"> • New Staff Welcome – Commission Event? • Budget Process – Tuition Committee – Activate • Consolidation of Foundation Trustees • Cell Tower update 	<p>All</p>	<ul style="list-style-type: none"> • Invite commission members to Bye the Willow – Scott come as Mack Bulldog • School Board in Altoona sent out a letter to their community introducing themselves • Activating tuition advisory committee – will start to prepare budget for 17/18 • Two foundation boards – local foundation McDonell High School Foundation and McDonell Endowment Fund in Lacrosse – The McDonell High School Foundation has offered to oversee both. Endowment Trustees to meet and discuss. • Facilities – Cell tower are coming to do a phase two study – most likely will build 2017 <p>President addressed that tonight was more of an informational meeting verse a decision making meeting These will happen from time to time as we get out policy and procedures cleaned up and in place.</p>
<p>Accreditation Question – How does what we did tonight relate to our mission/vision/core values?</p>	<p>All</p>	<ul style="list-style-type: none"> • Commission asked Staff to clarify the expectations of this question. Ideas/Questions will be brought to the next Commission meeting.
<p>NEXT Education Commission Mtg</p>		<p>September 15, 2016 5:30 PM</p>
<p>Closing Prayer and Adjournment</p>		

Membership

PRESENT	Name	Expertise	Role
EX	Scott Sokup	Retail Category Mgr – Weyerhaeuser Corp	Chair - Holy Ghost Rep.
X	Michelle Farrow	Chamber of Commerce and Parent	Chairperson – Notre Dame
EX	Lynn Newton	Info. Svcs Training Mgr – Marshfield Clinic	Holy Ghost Parish Rep.
X	Tracy Fischer	Dir. Of Social Service for Neighbors of Dunn Cty	Holy Ghost Parish Rep.
X	Janet Roth	Marsh & McLennan Agency	Notre Dame Parish Rep.
X	Mike Crawford	ACCESS Security – Sales and Estimating	Notre Dame Parish Rep.
X	Mark Baker	GM - Pump Division - WS Darley & Co	St. Charles Parish Rep.
X	Missy Grill	Accounting Manager-Mega Foods	St. Peter Parish Rep.
X	Paul Roach	RCU -	St. Charles Parish Rep.
			St. Charles Parish Rep.
			Sacred Heart Church Rep.
			St. John the Baptist Church Rep.
			St. Paul Church Rep.
			St. Bridget Church Rep.
			Holy Cross Church Rep.

Ex-Officio

X	Msgr. Pierce	Notre Dame Church	Dean
EX	Fr. Kizewski	Holy Ghost Church	Pastor
EX	Mary Sue Briggs	St. Charles Borromeo/Holy Ghost Elementary	Principal
EX	Brian Schulner	Notre Dame MS/McDonell HS	Principal
X	Jayne Brannen	St. Charles Borromeo Early Childhood	Assistant Director
X	Mary Huffcut	McDonell Area Catholic Schools	Dean of Academic Affairs
EX	Bob Konop	McDonell Area Catholic Schools	Controller
X	Kathy Adams	McDonell Area Catholic Schools	Executive Assistant
X	Jeff Heinzen	McDonell Area Catholic Schools	President

GUESTS

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Principal Reports

Elementary Schools – Mrs. Briggs

- We are happy to have back our veteran staff members and we welcome some new staff members to our elementary team this year:
 - Mrs. Krista Misener and Ms. Brianna Krause will be teaching kindergarten.
 - Mrs. Cindy Yohnk and Miss Rita Nowak will be returning to teach first grade.
 - Mrs. Shannon Yaeger will be partnering with Mrs. Deb Dahl to teach second grade.
 - Mrs. Barb Eckwright and Ms. Cheri Miller-Van Dyke will be returning to teach third grade.
 - Ms. Erica Abramowicz will be one of our fourth grade teachers. Ashley Smar, who had signed a contract with us for fourth grade, resigned on August 12th. We are reviewing applicants to fill that position.
 - Mr. James Schlauderaff will be partnering with Ms. Jessica Scott to teach fifth grade.
 - Ms. Becca Beaufeaux will be teaching all K-5 art classes and K-2 music classes.
 - Mrs. Paula Hanson will be teaching grades 3-5 music classes and band lessons.
 - Mr. Eric Wedemeyer will teach all K-5 physical education classes.
 - Ms. Caitlin McElroy (formerly Miss Hinke) will be the K-5 elementary guidance counselor.
 - Mrs. Miriam Schwiebert will be the part time Academic Interventionist at Holy Ghost..

- Mrs. Chris Cook will be the part time Academic Interventionist at St. Charles.
- At St. Charles, Roxanne Swoboda will be assisting Tammy Brown in the kitchen to prepare our nutritious lunches. The cooks at Holy Ghost will be announced soon.
- Mrs. Patty Jansky will be our administrative assistant at Holy Ghost
- Carolyn Volrath will be our new administrative assistant at St. Charles