



# 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.

## JOINT EDUCATION COMMISSION MEETING SUMMARY

**Thursday November 17, 2016 5:00 p.m.**

Hillcrest School Library

AGENDA	LEADER	NOTES
Welcome/Introductions/Call to order	Heidi Eliopoulos Jeff Heinzen	Heidi welcomed MACS Commission and Staff. Jeff shared that this was our 135 <sup>th</sup> year providing education.
Presentations <ul style="list-style-type: none"> <li>Career</li> </ul>		Workforce Resource gave a presentation on current and future population trends and workforce needs. Tables had discussions and shared thoughts.
Adjourn and Convene to Individual Mtgs		

## MACS - EDUCATION COMMISSION MEETING SUMMARY

**Thursday November 17, 2015**

Conference Room 1

AGENDA	LEAD	NOTES
Reconvene – Conference Room 1	Scott	
Prayer	Fr. Justin	
Review Mission/Vision Statement Review evidence of the last month	Mary All	<ul style="list-style-type: none"> <li>Scott reviewed the overall mission and vision - Community and group shared evidence;</li> <li>MACS families raking leaves at Holy Ghost Church/School</li> <li>Spaghetti Spectacular – how families come together</li> <li>Joint meeting with CFUSD</li> <li>Girls basketball team volunteers to run BINGO at a nursing home</li> <li>MACS football team helped Holy Ghost clean up from the picnic</li> <li>Ambassadors, students &amp; parishioners helped clean up Holy Ghost Church</li> </ul>

Review October Minutes	Scott	<ul style="list-style-type: none"> <li>• Consensus</li> </ul>
Football Program 2017/18 <ul style="list-style-type: none"> <li>• Recommendation</li> </ul>	Archie/Brian	<ul style="list-style-type: none"> <li>• Reviewed survey results</li> <li>• 8 Man Football is the number one choice. Co-op with Regis would be the second choice</li> <li>• Suggestion to have a speaker with 8 man football experience come and speak to parents and students</li> <li>• Consensus that MACS participate in 8 man co-op. Re-evaluate in December</li> <li>• Archie will begin discussions of co-op with Regis, Chi-Hi and Cadott schools in case we do not have enough students for an 8 man team</li> </ul>
<b>Standing Committees</b> <u>Finance</u> <ul style="list-style-type: none"> <li>• Review of 2015/16 Fiscal Audit</li> <li>• Choice Enrollment Audit</li> <li>• Budget 2016-17 – <b>Due 12/15/2016</b> <ul style="list-style-type: none"> <li>✓ Tuition proposal</li> <li>✓ Parish support</li> <li>✓ Foundation support</li> <li>✓ Development events</li> <li>✓ Enrollment</li> </ul> </li> <li>• School Fees Policy</li> <li>• Part-time Student Tuition Policy</li> </ul>	Bob   Bob/Jeff Jeff   Jeff/Bob  Jeff	<ul style="list-style-type: none"> <li>• <b>SEE ATTACHED</b></li> <li>• Just completed and no report at this time. It was the second of four audits that we will go through. Public schools only have one fiscal audit per year</li> <li>• Finance Committee will be reviewing Tuition Ad hoc committee recommendation on 12/1. Bob is working with Msgr. Mark on parish support. Foundation is meeting to determine 2017/18 funding level. Jenny Schafer and Bob are working on Development numbers and enrollment is being studied.</li> <li>• <b>Consensus</b> on updated Fee Policy</li> <li>• Table to December meeting</li> </ul>
<u>Tuition Ad Hoc Committee</u>	Mark B.	<ul style="list-style-type: none"> <li>• Recommendation - Bring back a cap for families that have multiple children</li> <li>• Recommendation - Work on filling addition CHOICE seats</li> <li>• Recommendation - Freeze tuition for 2017-2018</li> <li>• Choice moves to 2% next year (approximately 60 new local slots)</li> <li>• Choice – any public student may have an opportunity to receive a Choice voucher for 2017/18</li> <li>• Finance meeting December 1 and will review recommendations.</li> </ul>
<u>Facilities (Building and Grounds)</u> Holy Ghost School walk through  Updates on Bleachers	Scott/Mike	<ul style="list-style-type: none"> <li>• Last meeting – committee walked school and made a priority list of repairs.</li> <li>• Bleachers – brackets are ready to be picked up. Scott will partner with Archie</li> </ul>

<p>Need to schedule repair date</p> <p>Mtg with St. Charles Building Comm. Next meeting 11/22</p> <p><u>Marketing</u></p> <ul style="list-style-type: none"> <li>• Nov – Alumni event in the cities</li> <li>• Micon theater AD</li> <li>• Sub-committee for 0 -4</li> <li>• Sub-committee for marketing Enrollment/Tuition</li> </ul> <p><u>School Improvement Action Plans</u> October 7<sup>th</sup> meeting</p>	<p>Jeff</p> <p>Lynn</p>	<p>to find a date to repair the remainder of the bleachers</p> <ul style="list-style-type: none"> <li>• St. Charles building meeting – looking at infant care in a new parish center and how can the SC parish financially help with the repairs at SC school</li> <li>• Alumni event in Twin Cities – alumni showed from class of 1942-1995. 4500 alumni that we have the potential to connect with.</li> <li>• Theater Ad is running – may do some editing.</li> <li>• Marketing working in two sub-committees</li> <li>• Lynn- having great meetings and conversations. Very impressed with the goals she is seeing. Next meeting December 2.</li> </ul>
<p><b>Staff Reports</b></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 &amp; Accreditation</u></p>	<p>Jayne</p> <p>Mary Sue</p> <p>Brian</p> <p>Mary H</p>	<p><i>See below following agenda for reports</i></p> <ul style="list-style-type: none"> <li>• No questions</li> <li>• This is Mary Sue Briggs last Education Commission meeting. Commission Thanked her for her contribution to MACS.</li> <li>• New middle school schedule is a “go” for December 1</li> <li>• All positions filled at ND/McD</li> <li>• Working on moving the McD schedule to benefit the band/choir. Change would be 2017-2018 school year.</li> </ul> <p>Report provided by Lynn above.</p>
<p><b>Old Business</b></p> <p>Chairperson Annual Calendar</p> <p>Annual Update Commission Matrix</p>	<p>Scott</p> <p>Jeff/Scott</p>	<ul style="list-style-type: none"> <li>• Scott will present the calendar by next meeting</li> <li>• New Commissioners have completed and Scott/Jeff will review information</li> </ul>
<p><b>Presidents Updates</b></p> <p>Recruitment of Sisters</p> <p>Recruitment of Elementary Principal</p> <p>Strategic Planning Process Update</p> <p>Consolidation of Foundation Trustees Update</p> <p>Immunization Policy</p>	<p>Jeff</p>	<ul style="list-style-type: none"> <li>• Continue to work on Homeland Security request.</li> <li>• Interviews for elementary principal start next Monday. Principal will be hired for a six month position. Continue to recruit.</li> <li>• Strategic planning team identified and will invite next week</li> <li>• Consolidation – work in progress</li> <li>• Immunization – Diocese has it under</li> </ul>

Review of Student Exit data and process		review with Bishop. • Student Exit Process – table to December
<b>New items</b> Work on Commission Goals for 2016-17	Executive Committee	• Review goals for 2017-2018 and bring to Education Commission for consensus
NEXT Education Commission Meeting		<b>December 14, 2016 5:00 PM</b>
Closing Prayer and Adjournment	Clergy	• Glory Be led by Fr Justin

### Membership

PRESENT	Name	Expertise	Role
X	Scott Sokup	Retail Category Mgr – Weyerhaeuser Corp	Chair - Holy Ghost Rep.
EX	Michelle Farrow	Chamber of Commerce and Parent	Chairperson – Notre Dame
X	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.
EX	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	Karla Roach	RCU – Loan Servicing Agent and Health Coach	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

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

### GUESTS

X	Kathy Adams	McDonell Area Catholic Schools	Executive Assistant
X	Archie Sherbinow	McDonell Area Catholic Schools	Athletic Director
X	Amy Mason	Chippewa Falls Unified School District	Board President
X	Staish Buchner	Chippewa Falls Unified School District	Board Clerk
X	Pat Allen	Chippewa Falls Unified School District	Board Treasurer
X	Peter Lehmann	Chippewa Falls Unified School District	Board Member
X	Kathy Strecker,	Chippewa Falls Unified School District	Board Member
EX	Susan Kern	Chippewa Falls Unified School District	Middle School Principal

X	Michelle Golden	Chippewa Falls Unified School District	Director of Human Resources and Public Relations
X	Chad Trowbridge	Chippewa Falls Unified School District	Business Manager
X	Christine McMasters	Chippewa Falls Unified School District	Director of Student Services
X	Scott Kowalski	Chippewa Falls Unified School District	Director of Educational Technology
X	Randy Knowlton	Chippewa Falls Unified School District	Director of Buildings and Grounds
X	Dana Sommerfeld	Chippewa Falls Unified School District	Director of Assessment and BB4C
X	Jenny Starck	Chippewa Falls Unified School District	Director of Curriculum
X	Lisa Gibson	Chippewa Falls Unified School District	Executive Assistant
X	Dr. Heidi Eliopoulos	Chippewa Falls Unified School District	Superintendent

### **Principal Reports**

#### **Early Childhood – Mrs. Jaynee Brannen**

- Need to hire a Part Time 4K Teacher

#### **Elementary Education Commission Report – Mrs. Mary Sue Briggs**

- H&S approved over \$850 in Make-It-Happen grants for the staff.
- The Ruf family bought and installed a solar light for the HG flag pole. The flag now flies day and night.
- Elementary Parent-Teacher conferences went.
- IA will be completed this week.
- Funding for Madison Trip for 4th and 5th graders.
- A donation is coming from Charlene Schamberg' business.
- Christmas cookies will be sold before and after each elementary concert to raise money.
- The 4th and 5th graders are also holding bake sales throughout the school year during their lunch periods.
- H&S approved money to help also.

#### **Middle School/High School – Mr. Brian Schulner**

- Football 2017-2018 School Year
- Middle School Schedule
- 2017-2018 Schedule