



MCDONELL AREA CATHOLIC SCHOOLS

Est. 1882

1316 BEL AIR BLVD., CHIPPEWA FALLS, WI 54729 • TEL 715.723.0538 • FAX 715.723.1501 • WWW.MACS.K12.WLUS

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.

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.

Education Commission - SUMMARY
October 25, 2018 – 5:00 PM
Mc Donell Central Catholic High School Library

AGENDA	LEAD	NOTES
Listening Session – Welcome to Guests	Molly	Welcomed Brian Eslinger as new Commission Representative from All Saints parish(Cadott/Boyd/Stanley) – Five children with 3 graduating from MACS. No one came in from the community to participate in the listening session.
Prayer	Fr. Miller	Led the group in prayer
Review Mission/Vision Statement Review evidence of the last month	Mary All	<ul style="list-style-type: none"> • Ambassadors helped at the Holy Ghost Chicken Dinner. Positive feedback on manners and presence, helping. Mary H. explained the Ambassador program for the newer Commissioners. • Kayla shared a story of a 3rd grader being baptized and how the class celebrated. • Cross Country Team has boys and girls qualified for State meet. • Mrs. Farrow spoke about the Foster Care program and efforts for fundraising by students.
CONSENT AGENDA <ul style="list-style-type: none"> • Minutes - emailed • Financials – emailed See following below <ul style="list-style-type: none"> • Principals Reports – • Academic Affairs and Accreditation • School Improvement Team (SIT) 	Molly	
Items removed by Commission from Consent Agenda for discussion	Staff as requested	Discussed Auto-Pilots business opportunity. We're moving forward with a final conference call with the Diocese to address any concerns. Will provide an opportunity for after school job opportunities for staff. All employees will be certified by DMV.

		<p>Discussed rates and potential for student credit. Suggested we explore with area dealerships for cars.</p> <p><i>Edits to September Minutes</i> Bloomer has begun researching the new curriculum in 5th and 6th grade. For safety reasons the security grants/work will not provide details.</p> <p>Mr. Schulner reviewed High School data report MACS has 96% attendance Rate</p> <ul style="list-style-type: none"> • Area schools - avg. of 13.5% students do not graduate • Area schools attendance 92% McDonell 96% • On average 59% of area grads go onto post-secondary school vs. 2018 McDonell Class: 95% to university, 15% to Technical College • 2018 McDonell Class: 24.3 composite ACT score Area schools avg. 19.6
<p>Reports from Parish Representatives</p>	<p>Any Parish Rep. that has an update</p>	<p>Holy Ghost leadership attended “Amazing Parish” training. Discussed input from a parent at Holy Ghost. Catholic identity committee is reviewing input.</p>
<p>Standing Committees <u>Marketing</u></p> <ul style="list-style-type: none"> • Enrollment Plans – Meeting 10/29 • Exit Interview –flow chart 	<p>Jayne/Michelle</p> <p>Jeff</p>	<ul style="list-style-type: none"> • Chad Bormann will be the new Commission Rep. with next meeting set for 10/29/18 • Flowchart provided to Commissioners. MACS has been tracking data and reviewing annually. Any staff is to notify an administrator on evidence of dissatisfied students/families. <p>Molly shared that she was reassured that there is a process, but also points out that it is reliant upon exiting families being truthful. Mary shared that respondents are often more civil on a survey (especially after they have complained to someone else). Last step in process is that president tries to meet with exiting families if they are willing. This happens both on-site and off-site.</p> <p>Typical reasons for leaving fall into 3 boxes: academics (too difficult), bullying and relocation. “Cost” is rarely given as a reason for leaving because MACS will</p>

		<p>work with families on tuition assistance. Ann expressed that parents with concerns aren't treated with an appropriate level of respect. She cited the example of parents waiting for a meeting with administration. Also expressed concerns regarding</p>
		<p>confidentiality. Jeff noted that these matters had been taken under advisement and he had addressed them at the Staff Systems meeting and would reiterate her concerns again.</p>
<p><u>Facilities (Building and Grounds)</u></p> <ul style="list-style-type: none"> ● Security Grant update ● Do all buildings have the right supplies if a crisis was to happen in the school or in the community 	<p>Scott/Pat</p>	<p>Security grant update - safety measures continue to be implemented. Because of the volume of work that area contractors have there are some delays, but continue to move forward.</p> <p>Principals reported "Stop the bleeding" kits are provided by public health nurse. Regi and Justus are certified trainers in this, and also members of the new Emergency Procedures Committee. Each school already has a kit, but could benefit from training. This will be brought to the Committee.</p>
<p><u>Tuition Task Force Meeting 10/29</u></p>	<p>Tracy</p>	<p>Committee will meet 10/29/18, and will be acting on information provided by Marketing Committee earlier that day. Tuition recommendation will tentatively be on November's Education Commission agenda. However, because the Diocesan budget timeline has been pushed back this year, the Task Force meeting may be tabled for another month.</p>
<p>Commission Chair</p> <ul style="list-style-type: none"> ○ Committee Assignments ○ Commission training topic and planning (goal #5) 	<p>Molly</p>	<p>Some new appointments are still in progress. Molly feels that Catholic Identity deserves two commissioners (currently just one - Michelle Farrow).</p> <p>Goal at the beginning of the year was to pick a topic on which the Commission desires further training. Suggestions include:</p> <ul style="list-style-type: none"> ● Choice voucher program ● Accreditation ● Catholic identify <p>Molly proposed that on a Saturday in early 2019 there be a Commission in-service, possibly including subcommittees. She is looking into bringing in a professional speaker, and breakout sessions to cover topics such as Catholic Identify.</p>

Presidents Updates <ul style="list-style-type: none"> Advancement Efforts moving forward 	Jeff	<ul style="list-style-type: none"> Fr. Justin announced that Jeff will be retiring as president effective June 30th, 2019. He will continue to work part-time on the Capacity Campaign through 2020. The search for a new president will begin in November. Discussed process of notifying Faculty, families and larger community. Fr. Justin read a draft of a letter which will be delivered to MACS faculty and then families.
New items <ul style="list-style-type: none"> Commission Calendar Items for November <ul style="list-style-type: none"> Tuition Recommendation 	Molly	
NEXT Education Commission Meeting		Next meeting - joint meeting with CFUSD school board. Tuesday, November 20th, 5:15 at Hillcrest Library . Commission will reconvene at McDonell afterward for official business. News media may be in attendance at CFUSD Topic will be Mental Health and youth.
Closing Prayer and Adjournment	Priest	Fr. Kizewski

Membership			
PRESENT	Name	Expertise	Role
X	Molly Bushman	Attorney Wiley Law S.C.	Chair - Holy Ghost Rep.
X	Scott Sokup	Retail Category Mgr – Weyerhaeuser Corp	Vice-Chair Holy Ghost Rep.
X	Tracy Fischer	Dir. Of Social Service for Neighbors of Dunn Cty.	Holy Ghost Parish Rep.
X	Michelle Farrow	Chamber of Commerce and Parent	Notre Dame Parish Rep.
X	Scott Siegenthaler	Interim Assistant Director of Financial Aid	Notre Dame Parish Rep.
X	Mike Crawford	ACCESS Security – Sales and Estimating	Notre Dame Parish Rep.
X	TJ Proue	Attorney - Wiley Law S.C.	St. Charles Parish Rep.
X	Regina Geissler	Registered Nurse - HSHS	St. Charles Parish Rep.
EX	Justus Busse	Chippewa Falls Fire Department - Inspector	St. Charles Parish Rep.
X	Gina Smiskey		St. Peter Parish Rep.
X	Ann Mitchell		St. John's Church Rep.
X	Diane Boettcher		St. Paul Church Rep.
X	Chad Bormann	Bormann Consulting - IT	St. Bridget Church Rep.
			Sacred Heart Church Rep.
			Holy Cross Church Rep.

Ex-Officio

X	Fr. Kizewski	Holy Ghost Church	Dean
X	Fr Burish	Notre Dame Church	Pastor
X	Fr. Miller	McDonell Area Catholic Schools	Chaplain
X	Kayla Bahhub	St. Charles/Holy Ghost Elementary	Principal
X	Brian Schulner	Notre Dame MS/McDonell HS	Principal
X	Jamie Dodge	St. Charles Borromeo Early Childhood	Director
X	Mary Huffcutt	McDonell Area Catholic Schools	Dean of Academics
X	Patrick Bushman	McDonell Area Catholic Schools	Controller
X	Jeff Heinzen	McDonell Area Catholic Schools	President

GUESTS

X	Kathleen Adams	McDonnell Area Catholic Schools	Executive Assistant
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Principal Reports

Mr. Brian Schulner – Notre Dame MS /McDonell HS

- Prepared at the Commission's request to review the data presentation of DPI for area schools vs. MACS.
- Homecoming week went well.
- New high school and middle school schedules are running smoothly.
- Campus Ministry position are making progress.

Mrs. Jamie Dodge – Early Childhood

- Enrollment holding steady
- Getting ready for the Bridge to Wonderland Parade.

Mrs. Kayla Bahnub – St Charles/Holy Ghost

- St. Charles & Holy Ghost
- At the beginning of October, St. Charles and Holy Ghost students celebrated the Diocesan Sesquicentennial by sending the Bishop a special video and photo of thanks for all he does for our Catholic schools and Diocese. Students also enjoyed a special ice cream treat to celebrate.
- Completed vision and hearing screenings, the Harvest Hoedown and Parent Teacher Conferences.
- Looking forward to celebrating All Hallow's Eve and All Saint's Days next week.
- St. Charles we will be going to the Rutledge Home to cheer the residents with some spooky songs in our costumes.
- Holy Ghost, we will be having a fun All Saint's Party with activities centered around some of our favorite saints.

Mrs. Mary Huffcutt – Dean of Academics

Academic Support - Supporting staff/principals in meeting academic excellence

- Assessments – Data Talks
 - Using the summative spring assessments and the fall formative assessments, schools are beginning their data talks that result in the possibility of teachers modifying instruction to ensure student growth. It also gives information to see if our interventions are working.
- Academic Professional Development
 - New Mentor program: Monthly Mentor Mate - each month a different "veteran" teacher takes new teachers in their building under their wing.
 - Jason Cox (high school English Language Arts teacher) is taking CES 18. This is 18 master level credits in the focus area of literature. In doing so, we can add a high level ELA course in which students get college credits upon successful completion of course.
 - In classroom coaching is taking place - Superkids literacy grades k-2; 6th grade math
 - Looking into a date in the next month for professional development on how to read/use data for MAP assessments grades 5-8

Accreditation

- Process begins in January

Other

- Working with diocese and high school math teachers in the process of writing outcomes for the high level math courses. Mrs. Shelly Retzlaff is also a part of this group.
- Looking into college credit options for successful completion of high school Project Lead the Way courses
- Partnership with "[Talking is Teaching](#)" from the Chippewa Valley literacy program to help our Early Childhood staff help our kids and their parents on the value of talking with young children.

Mrs. Diane Hietpas - Student Support Services

- Currently 20 students with ISP's in the MACS system
- 4 students at Holy Ghost enrolled in SNSP. All is going well.
- Initial assessments completed at St. Charles and Holy Ghost. Intervention groups and one on one services have begun. Notre Dame is still finishing up fall MAPS assessments.
- Participating in fall parent/teacher conferences. Several referrals will be made to the public school for special education assessments.
- Title services (reading) are set for St. Charles and will begin Oct. 22.
- Title services (math) for ND will be determined in the next week and should begin Oct. 29.



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School Improvement Team Minutes

October 3, 2018

noon-1:00

MACS Conference Room

AGENDA	LEAD/MIN	NOTES/ACTIONS
Welcome & Prayer	Bushman	Prayer - Angelus - ALL
Review Previous Action Items	Bushman 5 mins	Bushman: send out minutes for review and approval before providing to Commission; send out agenda before next meeting - DONE Bushman: make sure meeting calendar invites are sent to Dodge for ELC - DONE Schulner: Will complete "Objectives" under Goal Statements, work with Huffcutt - DONE Heinzen: Will finalize goals and objectives to report to SIT for 2018-19 (on reporting document) - IN PROGRESS
Reports 2018-19 Goals		
	Heinzen - 10 mins	Heinzen - MACS & Systems 1. 18-19 goal statements completed? Progress made 2. Finance Goal 2 (Campaign \$3.7 mil): prospect screening complete August 2018 (green) 3. Education Goal Pre-1: this has developed with CM position, need to develop CI committee structure - Jeff has developed "chain of command" document (yellow) 4. Enrollment Goal 2: "Parent Ambassador Goals/Actions" are moving forward - Jaynee Brannen

		<p>has taken the lead, has met with Megan McChesney and Mary Jacobson, TJ Proue is also going to be involved (green)</p> <p>5. Other status reports: they are implementing Catholic curriculum in Early Childhood</p>
	Huffcutt - 10 mins	<p>Huffcutt – Education & Accreditation</p> <ol style="list-style-type: none"> 1. Education Goal 8: horizontal and vertical alignment document; ELA completed through grade 5, gathering information from MS/HS 2. Education Goal 9: documentation of learning expectations for math and ELA - currently working on math for k-2 (green)
	Schulner - 15 mins	<p>Schulner – McDonell & Notre Dame</p> <ol style="list-style-type: none"> 1. 18-19 Building Objectives completed? YES 2. Catholic identity updates: CM is doing well so far in new position, taking lead with convocations and Masses, open CM office at noons, etc. (green)
	Bahnub - 10 mins	<p>Bahnub – Holy Ghost & St Charles</p> <ol style="list-style-type: none"> 1. Standards-based report cards updates: September - teachers worked on formulating rubric assessments for the upcoming months. (green) 2. St. Charles adherence to Superkids curriculum updates: Nov. 7 site visit with trainer to observe each teacher for 30 minutes and provide 30 minutes feedback to each teacher. (green) 3. Holy Ghost implementation of ELA curriculum Wit & Wisdom updates: Teachers have started core instruction and are getting used to the pacing. Proud of the work done so far. Next step is self study and how to monitor assessments of the kids. January PD session planned. (green)
	Dodge - 10 mins	<p>Dodge – St Charles Early Childhood</p> <p>EC Goal 1: Report on Youngstar status and search for alternative options - need solid answer to question of whether we can get Youngstar certified without licensing given that we are Advanced accredited (higher standard than licensing), getting two separate answers to this question (yellow)</p> <p>EC Goal 2 (new goal): development of assessment of children's progress for use in EC</p>
Review Action Items, Due dates, Next Meeting & Agenda	5 min All	<p>Dodge: work with Huffcutt to add additional goal to reporting document in appropriate goal/objectives format</p> <p>Bushman: send minutes for review, then send to</p>

		Commission
Closing Prayer	All	TJ - Glory Be
REFERENCES		Next Meeting Dates (1st Wed. of each month) <ul style="list-style-type: none"> • Nov. 14 (confirm this is correct)* • Dec. 5 • Jan. 2 (note - review any goals which need reports and/or revisions to goals and objectives)

ATTENDANCE

Present

Skill set

Parish/School

X	Molly Bushman	School Improvement Team Lead	Holy Ghost Commission Rep.
X	TJ Proue	Commission Rep./Co-Lead	St. Charles Commission Rep.
X	Jeffrey Heinzen	President	Central Office
X	Mary Huffcutt	Dean of Academic Affairs	Central Office
X	Brian Schulner	Principal	McDonell High School & Notre Dame Middle School
X	Jamie Dodge	Early Childhood Director	St. Charles Early Childhood Cntr
X	Kayla Bahnum	Principal	Holy Ghost & St Charles