



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**

Tuesday, March 27, 2018 5:30 p.m.

Conference Room 1

AGENDA

LEAD

NOTES

AGENDA	LEAD	NOTES
Welcome	Scott	
Prayer	Fr Kizewski	<ul style="list-style-type: none"> • Jeff shared a reading from Holy Thursday • Fr Justin led prayer and Hail Mary
Review of February minutes	Scott	<ul style="list-style-type: none"> • Consensus
Review Mission/Vision Statement Review evidence of the last month	Mary All	<ul style="list-style-type: none"> • A local bus driver shared that when he was driving the public school kids they were arguing and swearing. Same day he was driving Holy Ghost kids and those students were arguing over using the word Halleluiah during lent. • Scott Wild prayer service – many MACS students attended • When Fr Justin was entering Holy Ghost the student asked him for the password. She shared the password is - Jesus is the best! • A senior student wrote and essay for a contest and is in the top 10
CONSENT AGENDA <ul style="list-style-type: none"> • Minutes • Financials • Principals Reports • Academic Affairs and Accreditation • Commission Goals – Review 	Scott	<ul style="list-style-type: none"> • Consensus
Items moved off Consent Agenda for further discussion	Scott	<ul style="list-style-type: none"> • Financials moved off Consent • Choice 78 (down 2) during the year • Scrip improved

		<ul style="list-style-type: none"> • Saving on electrical costs • Currently hiring for Early Childhood
<p>Standing Committees</p> <p><u>Marketing</u></p> <p>Enrollment Programs Update</p> <ul style="list-style-type: none"> • Referral Program • • Choice enrollment to 4/20 <ul style="list-style-type: none"> • Parish Outreach efforts • • Early Childhood <ul style="list-style-type: none"> • Summer School 	<p>Michelle/Jayne Kathleen/Jeff</p>	<ul style="list-style-type: none"> • 229 enrolled, 21 additional started process • Enrollment goal 424, 30 new students: Kdg-22, 1st-3, 3rd-1, 6th-2, 9th-1, 11th-1 • 17 students new Referral Program - 9 enrolled, with goal at 10 • Choice - currently 78 students, 98 students have applied. 17 new (some are new and some are new to current families). 15 are from the wait list for 15/16 & 16/17 • 8 families currently hold vouchers that have not started the process • Marketing has added a Choice promotion to Facebook • Meeting with the priests to see what can be added to the bulletins and pews for promoting Catholic schools • Promoting Catholic schools in parishes in addition to the local Chippewa Falls parishes • Early Childhood - 28 enrolled for BB4C for 18/19. Current year 29 • Promoting Early Childhood through baptismal letters and participating in the Pure Water Day Parade • 44 enrolled for Camp MACS <ul style="list-style-type: none"> • Adding Summer School to 2018 - meeting with individual families • Program called Macadamia – program for everyone, designed for the student • If student holds Choice voucher it will be included for Summer School • 14 students is the baseline needed for Summer School to support the necessary teachers • 3 students enrolled and several more interested • Charge for summer school will be \$375
<p><u>Facilities (Building and Grounds)</u></p> <p>March 14th meeting</p>	<p>Scott</p>	<ul style="list-style-type: none"> • Facilities walked the McDonnell building at the last meeting • Issue addressed. Doors at the bottom of stairs are glass doors. • Three vendors have met with Bob and Val and presented quotes for security • State and Federal government have signed

<p><u>School Improvement Action (SIT)</u> Adding members</p> <p><u>Club Goal Reports</u> Music</p>	<p>Molly/Mary</p> <p>Gina</p>	<p>proposals for grants for security</p> <ul style="list-style-type: none"> • Bob K will apply for appropriate Security grants • First doors and monitors to be updated will be at ND/McD main entrance and central office entrance • Facilities is looking at taking on projects due to cost of additional maintenance help <ul style="list-style-type: none"> • SIT - met on March 2 and reviewed 1718 goals • Red not on target/at risk Yellow behind but plan in place to move to green Green on target Blue complete • Accreditation - yellow/green • SIT process reviewed. MACS administration will add how goals are made and approved and to the process document. This document will be shared with the Education Commission. • Curriculum for SC and HG – green • Jaynee CPR Green • Professional Development - yellow • SIT meeting Thursday March 22 and will discuss the process for setting the 2018-2019 goals • Molly made a request for a 2nd commission member to join the SIT team as part of the transition with Lyn Newton.
<p>Commission Calendar Items</p> <ul style="list-style-type: none"> • Self-evaluation survey • President annual review • Looking Forward May 2nd <p>April Meeting</p> <ul style="list-style-type: none"> • Community Listening Session • Principal Reports on Academic Performance • Commission Training Matrix • Commission Member Terms • Home and School Goals 	<p>Scott</p>	<ul style="list-style-type: none"> • Kathy send out self-evaluation survey to everyone • Scott has received president reviews. If you have not completed and need a copy contact Kathy <ul style="list-style-type: none"> • May 2nd Looking Forward night - listening session – all commission members requested to attend • Reviewed Commission Members – will address at April meeting

President Update • Strategic Plan • Case Statement Review • Advancement – Alumni Gatherings Pension Letter from Bishop • Parish Commission Reps.	Fr. Kizewski, Jeff	<ul style="list-style-type: none"> • Strategic Plan complete and will be emailed to the Commission by Friday • Focus on Catholic Identity within the strategic plan • Goal to have consensus at April meeting for Strategic Plan • Capital Campaign will be discussed at April meeting and addressed at May 2 Looking Forward • Move Strategic Plan and Capital Campaign to the top of the April meeting • Jeff traveling to Washington DC for alumni Gathering. Twin Cities alumni gathering for 2018 summer and late summer alumni gathering in Fox Valley • Update on pension - present fund balance will be distributed – Goal to have amount distributed at the end of May • Deanery Meeting - Fr Justin requested for members from outside parishes to the join Education Commission
OTHER	•	<ul style="list-style-type: none"> • Spring Craft Fair – working to fix the WIFI - vendors couldn't use ipads for their business • Need goals and objectives from Music Booster Club • Mike Waldusky will attend and present goals at May meeting • MABC have ordered a new MACS bus • Safe environment - Jenna and Kathy working on a safe environment training specifically for coaches that will be held three times per year for fall, winter and spring sports
NEXT Education Commission Mtg.		April 19, 2018 5:30 PM
Closing Prayer and Adjournment		Prayer and Our Father led by Fr Justin

Membership

Attend	Name	Expertise	Role
X	Scott Sokup	Account Manager – Weyerhaeuser Corp	Chair - Holy Ghost Rep.
X	Michelle Farrow	Chamber of Commerce and Parent	Vice Chair – Notre Dame
X	Molly Bushman	Attorney - Wiley Law S.C.	Holy Ghost Parish Rep.
X	Tracy Fischer	Dir. Of Social Service for Neighbors of Dunn Cty.	Holy Ghost Parish Rep.
EX	Mike Crawford	ACCESS Security – Sales and Estimating	Notre Dame Parish Rep.

X	Scott Siegenthaler	Interim Assistant Director of Financial Aid	Notre Dame Parish Rep.
X	Gina Smiskey	Day Care Center owner	St. Peter Parish Rep.
X	TJ Proue	Attorney - Wiley Law S.C.	St. Charles Parish Rep.
X	Regina Geissler	Registered Nurse - HSHS	St. Charles Parish Rep.
			St. Charles Parish Rep.
			Sacred Heart Church Rep.
			St. John the Baptist Church
			St. Paul Church Rep.
			St. Bridget Church Rep.
			Holy Cross Church Rep.

Ex-Officio

X	Fr. Kizewski	Holy Ghost Church	Dean
EX	Fr Burish	Notre Dame Church	Pastor
EX	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	Jayne Brannen	St. Charles Borromeo Early Childhood	Director
X	Mary Huffcutt	McDonell Area Catholic Schools	Dean of Academics
X	Bob Konop	McDonell Area Catholic Schools	Controller
X	Jeff Heinzen	McDonell Area Catholic Schools	President
X	Diane Hietpas	McDonell Area Catholic Schools	Student Support Coordinator

GUESTS

X	Kathleen Adams	McDonell Area Catholic Schools	Executive Assistant
EX	Mike Waldusky	McDonell Athletic Booster Club	President

PRINCIPAL REPORTS

St Charles Early Childhood (SCEC) – Jaynee Brannen

St. Charles and Holy Ghost Elementary – Kayla Bahhub

- Elementary schools will not add 30 minutes to the day due to bussing issues - struggle having enough instructional time. CFUSD is studying need to add time and anticipate that this may be increased beginning with the 2019/20 School year.

McDonell Central Catholic High School – Brian Schulner

- Initiating the Principal Advisory Group beginning April 24 - all parents invited quarterly - initial theme bullying
- Two post cards with positive feedback mailed out per student - high school embraced process

- In 2016-2017 McDonell had 186 discipline incidents including cell phone, dress code, disruptions. Goal for 2017-2018 was to cut incidents in half. Due to improved consistency of standards and following rule regulations there were 190 incidents at Christmas
- Notre Dame incidents last year were 480 – this year cut in half

Academic Affairs and Accreditation – Mary Huffcutt



Short Term Goals	Timeline	*Assessment	2017/18 Status
<ul style="list-style-type: none"> • Approve tuition for next school year 	December	Commission consensus	Completed 12/2017
<ul style="list-style-type: none"> • Approve Budget for next school year 	May	MACS Budget	
<ul style="list-style-type: none"> • Send out survey to commission to provide MACS President with feedback on progress meeting MACS goals and reaching benchmarks. 	March except year 3 where Diocese evaluates	President Evaluation	
<ul style="list-style-type: none"> • Appoint Commission member to School Improvement Team (SIT) 	Annually	Roster SIT	Completed – Molly Bushman
<ul style="list-style-type: none"> • Ensure School Improvement Team has adequate representation on Strategic Planning Committee 	March 2017	Roster for Strategic Plan Committee	
<ul style="list-style-type: none"> • Review MACS club and committee goals – ensure alignment with Mission/Vision 	Annually – Dates on Commission Calendar	Various club goal statements	Completed: Marketing Tuition
<ul style="list-style-type: none"> • Work with School Improvement Team on system goals 	Monthly – part of meeting agenda	Report from School Imp. Team	Completed outlining the evaluation process. Next work on monthly reporting to Commission
8. Work with principals to develop benchmarking document.	October & April Reports	Benchmark Document	Completed : October Report
<ul style="list-style-type: none"> • Review and Implement Commission Communication Plan 	Thru out year	Commission Communication	In Progress – see #13 goal,

		Plan	need to do commission eval
<ul style="list-style-type: none"> Ensure Strategic Plan addresses recruitment and retention 	2017	Strategic plan	In progress
<ul style="list-style-type: none"> Professional Development – MACS Employees 	February 2018	Documentation from Principals, Maintenance & President	Need to Start January 2018
Long-Term Goals	Timeline	*Assessment	
<ul style="list-style-type: none"> Ensure School Improvement Team and Accreditation Team are prepared for next accreditation cycle 	annually	SIT reports	
<ul style="list-style-type: none"> Send out Commission Evaluation to Commission members and leadership team 	Every two years - 2018	Commission Evaluation Document	Discuss Timing at February 2018 Meeting
<ul style="list-style-type: none"> Develop a Training Matrix for Ed. Commission members – see notes 	Annually	Training Matrix	Started, needs more work
<ul style="list-style-type: none"> Commission leads review / refresh of MACS Strategic Plan 	Every 5 years – 2021 begin	Strategic Plan	