



# 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, May 17, 2018 5:30 p.m.**

Conference Room 1

### AGENDA

### LEAD

### NOTES

AGENDA	LEAD	NOTES
Welcome	Scott	Start time 5:30 p.m.
Prayer	Fr Kizewski	Prayer led by Fr Jesse Burish
Review Mission/Vision Statement Review evidence of the last month	Mary All	•
Review of April minutes	Scott	• Consensus
<b>CONSENT AGENDA</b> • Minutes • Financials • Principals Reports • Academic Affairs and Accreditation • Commission Goals – Review	Scott	• Pulled Financials and Commission goals
<b>Items moved off Consent Agenda for further discussion</b>	Scott	• Reviewed Financial Statement - Healthcare and 403B will change July 1, 2018. Previously 1 year waiting for match. Will now begin immediately if employee chooses to participate. Daycare – revenue adjustment made for budget 2018-2019. • Commission goal #5 should be marked complete with a date or incomplete
<u>Club Goal Reports</u> MABC	Mike Waldusky	• Mike Waldusky reviewed the 2017-2018 goals and shared the 2018-2019 goals for the MABC • MABC is always looking for representatives to attend the MABC meetings, the 2 <sup>nd</sup> Wednesday of the month at 7:00 p.m. in the McDonnell library. Next MABC meeting June 13 <sup>th</sup> .
<b>Commission Calendar Items</b> • Election of Officers – 18/19		• Owner of Commission survey share with Scott Sokup and Molly Bushman

<ul style="list-style-type: none"> <li>• Self-evaluation survey</li> <li>• Commission Training Matrix</li> <li>• Commission Member Terms</li> <li>• President annual review</li> </ul>		<ul style="list-style-type: none"> <li>• Scott Siegenthaler replaced Janet Roth – will finish out her term ending 2018</li> <li>• Ensure all EC committee members have understanding of Financials. Accreditation, Development, Endowment Funds....</li> <li>• New policies are presented to the Education Commission for approval</li> <li>• Create a hierarchy tree</li> <li>• Presidents review moved to the end of the meeting</li> </ul>
<p><b>Standing Committees</b></p> <p><u>Marketing</u> Update on Enrollment Programs</p> <ul style="list-style-type: none"> <li>• Choice enrollment to 4/20</li> <li>• Referral Program</li> <li>• Parish Outreach efforts</li> </ul> <p><u>Facilities (Building and Grounds)</u> June 12<sup>th</sup> meeting</p> <p><u>School Improvement Action (SIT)</u></p>	<p>Michelle, Jeff Kathleen</p> <p>Scott</p> <p>Molly/Mary</p>	<ul style="list-style-type: none"> <li>• 379 enrolled as 05/17/18, 2017 at this time 382 enrolled</li> <li>• 35 existing students (4 on fence) 3 new students, 6 International will make 423. Enrollment for 1718 was 408. Gain of 15</li> <li>• New Student Referral: 23 referred, 16 enrolled, 3 declined, 4 deciding</li> <li>• SIT – no April meeting. May meeting schedule May 25</li> <li>• May meeting focus 17-18 goal reports and 1819 goals</li> <li>• Request for an Education Commission member to join the SIT committee – TJ Proue will attend May 25 meeting at 12:30</li> </ul>
<p>President Update</p> <ul style="list-style-type: none"> <li>• Strategic Plan – Communication and Integration</li> <li>• Capital Campaign Case Statement Review/Edits?</li> </ul>	<p>Jeff, Fr. Justin, Mary Jeff</p>	<ul style="list-style-type: none"> <li>• Feed strategic plan into the community. Started with informing families at Looking Forward Night. Will post on the MACS webpage in July. Will write about it in presidents section of June newsletter.</li> <li>• Thanks for feedback, still meeting with stakeholders. Will then rewrite and begin to prepare for the campaign roll-out.</li> </ul>
<p><b>Commission Calendar Items</b></p> <ul style="list-style-type: none"> <li>• May 16<sup>th</sup> Baccalaureate at ND</li> <li>• May 22<sup>nd</sup> Graduation</li> <li>•</li> </ul> <p><b>June Meeting</b></p> <ul style="list-style-type: none"> <li>• Approve 2018/19 Budget</li> <li>• Would like to review Advancement numbers at June meeting</li> </ul>	<p>Scott</p>	<ul style="list-style-type: none"> <li>• REMINDERS</li> </ul>
NEXT Education Commission Mtg.		June 28, 2018 5:30 PM
Closing Prayer and Adjournment	Priest	<ul style="list-style-type: none"> <li>• Led by Fr Kizewski</li> </ul>

### 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.
X	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
X	Fr Burish	Notre Dame Church	Pastor
EX	Fr. Miller	McDonell Area Catholic Schools	Chaplain
X	Kayla Bahnum	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

### PRINCIPAL REPORTS

#### St Charles Early Childhood (SCEC) – Jaynee Brannen

- **BB4C update for 18/19**, 30 AM registered; two PM registered - waiting on 2 more from feeder and 1 outside app out. Two phone calls in the wings. 2017- 32 (44 final), 2016 - 33 were enrolled
- **Summer update: 2017 vs. 2018**
  - **2017 – Camp MACK:** 48    Childcare: 20
  - **2018 – Camp MACK:** 65    Childcare: 31

#### St. Charles and Holy Ghost Elementary – Kayla Bahnum

- We had wonderful attendance for our Move-up Day on May 4. All new kindergarten parents and students attended this day. Our kindergarten enrollment for next year's Class of 2013 is currently at 33 students! In 2017 we had 29.

- On May 2, we had a wonderful celebration of the Blessed Virgin Mary with our May Crowning and a special Mass for our First Communicants. It was such a blessing to see the children dressed up and ready to receive Christ in the Eucharist for the first time.
- On May 9, we also had a May Crowning at Holy Ghost. Students were so proud to be able to participate in this special ceremony.
- We still have some really great events left this year. On May 16, Holy Ghost students will be walking to the Chippewa Manor to perform talent show acts, serve lunch to the residents and release balloons. We look forward to doing this service to our community!
- On May 22 and 24, the new art and music room will be painted at St. Charles. Thank you to Home & School for taking on this project! Parent volunteers are still needed but we have a good group of helpers so far.

#### McDonell Central Catholic High School – Brian Schulner

- HS Awards program- May 16th at 9:30 a.m.
- Baccalaureate-May 16th, 6:00 p.m. at Notre Dame Church
- Senior Finals May 21-22
- Graduation Practice- 11:15 a.m. May 22
- Senior Final tour through the campuses - 1:00 p.m. May 22
- HS Graduation - 7:30 p.m. May 22
- Middle School Awards- May 30th 2:00 pm
- 8th Grade Commencement Mass 7:00 p.m. May 30th - Auditorium

#### Academic Affairs and Accreditation – Mary Huffcutt

##### Academic Support - Supporting staff/principals in meeting academic excellence

- Assessments
  - Students finished taking their spring system assessments
    - Aimsweb K-5
    - ACT Aspire 6-10
    - State Choice Assessments: WI Forward & Aspire
  - Change in next year's assessments
    - Diocese is no longer doing IOWA Basic. For 2018-19 - NWEA MAP grades 5-8; 2019-20 - NWEA MAP grades 3-8. This is a computer adaptive assessment.
- Professional Development
  - Wrapping up K-2 Reading SuperKids training for this year. Will continue with another year of training.
  - June 5, Holy Ghost teachers and Notre Dame English Language Arts teachers will get training on Wit & Wisdom. This is the new Holy Ghost ELA curriculum.
  - Shannon Globensky Gr 2 is signing up for the K-12 Reading Teacher License certification (Shannon Jaeger is currently in the Masters program).
  - Summer participation of coursework includes
    - Teaching with Google Classroom (3 teachers)
    - Developing a Growth Mindset (1 teacher)
    - Environments for Success: Behavior in School Communities (2 teachers)
    - An Educator's Guide to Children's Mental Health (3 teachers)

- Foundations of Effective Teaching (1 teacher)
- Master's cohorts are continuing with their course work
- Looking into individual book studies over the summer

Accreditation

- The 2-year response report was submitted to AdvancED. MACS should hear back by mid June if our progress met expectations.
- Will continue to work on the improvement priorities to ensure rooting of practices.
- 2018-19 school year includes developing internal review teams to start the process of assessing the quality of our school system in the areas of: Leadership Capacity; Learning Capacity; Resource Capacity. Info can be found [HERE](#)

Other

- MACS is partnering with the Northern Wisconsin State Fair in developing a scavenger hunt for families. We are using the app Goose Chase. If you are interested in helping us develop some of the activities, please go to this link and add some fun ideas: [HERE](#)

Student Support Services - Diane Hietpas

- MACKademia – Summer School - Full status. Thirty-three students grade K-8
- Special Needs Scholarship Program (SNSP) - We are approved for four students with ISP's at Holy Ghost for the 2018-19 school year
- ISPs - Currently at 17 students (with 2 pending). Majority are in primary grades with a speech focus.



Short Term Goals	Timeline	*Assessment	2017/18 Status
• Approve tuition for next school year	December	Commission consensus	Completed 12/2017
• Approve Budget for next school year	May	MACS Budget	
• 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	
• Appoint Commission member to School Improvement Team (SIT)	Annually	Roster SIT	Completed – Molly Bushman
• Ensure School Improvement Team has adequate representation on Strategic Planning Committee	March 2017	Roster for Strategic Plan Committee	
• 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"> <li>Work with School Improvement Team on system goals</li> </ul>	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"> <li>Review and Implement Commission Communication Plan</li> </ul>	Thru out year	Commission Communication Plan	In Progress – see #13 goal, need to do commission eval
<ul style="list-style-type: none"> <li>Ensure Strategic Plan addresses recruitment and retention</li> </ul>	2017	Strategic plan	In progress
<ul style="list-style-type: none"> <li>Professional Development – MACS Employees</li> </ul>	February 2018	Documentation from Principals, Maintenance & President	Need to Start January 2018
<b>Long-Term Goals</b>	<b>Timeline</b>	<b>*Assessment</b>	
<ul style="list-style-type: none"> <li>Ensure School Improvement Team and Accreditation Team are prepared for next accreditation cycle</li> </ul>	annually	SIT reports	
<ul style="list-style-type: none"> <li>Send out Commission Evaluation to Commission members and leadership team</li> </ul>	Every two years - 2018	Commission Evaluation Document	Discuss Timing at February 2018 Meeting
<ul style="list-style-type: none"> <li>Develop a Training Matrix for Ed. Commission members – see notes</li> </ul>	Annually	Training Matrix	Started, needs more work
<ul style="list-style-type: none"> <li>Commission leads review / refresh of MACS Strategic Plan</li> </ul>	Every 5 years – 2021 begin	Strategic Plan	