

St. Susanna School Commission  
September 21, 2017  
Parish Center East

Member Attendees: Michele Tillery, Jennifer Andres, Mike Bedel, Art Laker, P.J. Orlando, Clark Griffin, Al Chlupacek, Christine Bender, Edie MacLaughlin, Lisa Arickx, Jenny Shayotovich

Absent: Lori Olejnik, Kelly Foster

Audience Members: Kathy Authenreith, Janet Abdoulaye,

The minutes from the prior meeting on August 17, 2017 were previously approved via e-mail.

Meeting opened at 7:00 p.m. Fr. Glenn opened with prayer. Attendance taken by Al Chlupacek.

Michele Tillery presented her principal's report in a written form. Discussion followed on the following topics:

- ISTEP – All information is in. The score is released but the grade is not. The score is 84% ELA, 70% Math, and 68.5% overall. Remediation is in place. Students have taken Star Reading and Math and students with below-grade have been identified for small group with resource to show improvement. Teachers have looked at results to identify areas to work on. Differentiation in classroom (small group work). Supplemental programs (IXL, Xtra Math, AR, Accelerated Math, PD Sept 28, etc). Star given 3 more times. Faculty meetings to look for ways to improvement. Good correlation between Star and ISTEP. Anyone close to the bubble needs to work extra too. There is red and bubble groups.
- Jamboree – Sept. 30. Need to sell tickets. Very fun event.
- Accreditation Report – They will come back on Oct. 13 for report. Good dialogue.
- Middle School – Open house scheduled for Nov. 8 at 630 pm. Involve the 5<sup>th</sup> grade teacher as well. Testimonials from alum. Info session and Q&A. Targeting 3-5 grades though all invited. Asked Christine Bender to participate. Will meet Oct. 9. Christine is thinking about calling/surveying so people will show or just to get info. She needs names and numbers to start calling.
- Tuition Rates: \$5400 parishioner/\$6490 non. \$7200 to educate a student. A lot of confusion on this. Some think tuition is enough. Need to really be specific on the need for the fundraiser. Talked about company matching and volunteer hours.
- Upcoming events – Events listed, chairs, etc. all listed. Need to get a few more slots filled. Also, Room Parents for each grade.
- Leader in Me – Janet gave an update. Went over many activities for staff, students, and parents. 18-19 kids signed up as student leaders. Talked about flag leaders. Also, 4<sup>th</sup> graders giving tours to accreditation team. Also, talking about giving family tours. 80% confident of family night this spring. Talked about year 2/3 activities. Copies in library to learn more about program. Also, parent guide. Some feedback already that parents notice a difference in their kids.

#### Previous Actions

- Fill Committees – Jen sent everyone lists from Stewardship fair. Jenny said she needs some help with the communication committee. Kandi Carson and Jackie and Katie Vandenberg were mentioned as options as well as Bridgett. Jen will help. Everyone needs to reach out to the people on the volunteer list.
- Michele reached out to teachers. Need one for policy and planning.
- Stewardship Fair Report – Pretty good reception.

- 3-5 Year Financial Report – Meeting in October

#### New Business

#### President Items

- Parish Council meeting report
- Fundraising – Need to better communicate why we do it.
- Communication –Need to look at ways to improve communication.
- Wall of Faith – Put up pictures of school related events.
- Committee Updates – provided via email.
  - Facilities – Art needs his names again.

#### NCEA Topics

- Need to work on facilities. Have a technology team. Submitted plan to Dept. of Education. Equipment – Sound system. Need a staff subject matter expert. Also, big ticket items like HVAC. Need to think about succession plan for maintenance/facilities. Have a couple people to fill in. Have a plan for big ticket items.

#### Action Items

Get names to Christine for MS open house - Michele  
Help Fund Committee (Lori) with corporate match – Al  
Committee names to Art/Jenny - Jen  
General committee updates - everyone

Closing Remarks – Fr. Glenn ended in prayer.