



SACRED HEART  
CATHOLIC SCHOOL

**SAC Minutes (Revised 12.21.19)**  
**11-20-19**  
**6:00-7:30 p.m. Marian Rooms**

**SAC Members:** Monica Thibault, Reedus Berry, Kate McNeil, Bob Brytowski, Robert Hutchinson, Katherine King, Megan Antoine, Amy Satterfield, Alicia Nordstrom, Rebecca Lahr

*Ex Officio* Members present: Karen Bursey, Mary Daugherty, Fr. Pedersen

**Opening prayer - Reedus**

**Approval of minutes from October**

- Minutes approval motion made, seconded, and approved.

**Principal Report**

Hunger Service Project (Harvest Pack)

Karen reported back to the committee on this service project as an alternative to Feed my Starving Children. More details were discussed as to both the project and the planning underway for fundraising to cover the cost of the food and the event (\$3,750).

- The plan is to keep as much of the food in the community as we are able. As the sponsoring organization, SHCS will help decide where the benefit of the project goes, which will include distribution to school families at both SHCS and Lakeview as well as to the Robbinsdale police force to carry in their cars in order to provide to at-need individuals.
- Multiple small fundraisers throughout the year to raise this money were discussed
  - December – children are asked to give in place of the value of a small gift
  - January – Chupa Chup suckers
  - Spring – a small fundraiser to raise remaining
  - Online giving
- Hunger Banquet to be held for K-8 students, which will be an interactive experience for the kids to participate in, that models the disparity of need and hunger throughout the world.
- Karen and Frances (Parent/Harvest Pack contact) along with some students are going to the Robbinsdale Chamber of Commerce meeting on November 26<sup>th</sup> to discuss the project. Kids will discuss what it means to them, why it's important, etc. Looking for other opportunities in the community to get the word out and seek involvement (either through participation or funding) within the broader community. The committee weighed in and suggestions of organizations to reach out to included Heart of Robbinsdale, Knights of Columbus, and the Robbinsdale Lions club.

- Faculty will be discussing food waste in the lunch room with the children, as a compliment to the project, and another way to give the children real-life insight into the impact they have on fighting hunger.
- The actual food pack event will be during lent, in the springtime. More details to come.

#### Fundraising goals (Marathon/Wreaths)

- Marathon – we met our goal, the kids earned their all school party on the Tuesday before Thanksgiving!
- Wreaths - \$16,921 gross, which is above the goal! Approximately 30% of those gross sales are net profit.

#### Frank Donaldson consultation, of the Institute of School and Parish Development (ISPD)

- Frank Donaldson conducts individual Catholic school development workshops, the SHCS administration reached out to him for consultation.
- Consultation is focused on development, marketing and enrollment.
- What's our *Wow* at Sacred Heart?
- Meeting again on December 5<sup>th</sup>, meeting will include Father Pederson, Mary Daugherty, Pat Moore, and Karen Bursey. Karen is looking to expand that group, to include a few teachers and others.
- Asked to bring 20+ names to the next meeting, people with vested interest in Sacred Heart, to develop a working committee to address the school's development. A number of SAC members may be asked to participate.

#### CSCOE focus: NWEA testing---Improving math scores

There are 79 parochial schools in the archdiocese, CSCOE wants 70% of the total student body to be meeting their growth goals. As an archdiocese, based on test scores we have declined in that area.

As a school within that archdiocese, a lot of focus at SHCS has been put on helping children who are struggling and falling behind, to help them catch up to standards. However on the other side of the spectrum, the administration does not feel the school is where we want it to be at challenging kids at the higher level to meet their individual growth goals.

A discussion on math curriculum was held, inclusive of many ideas including more centers and ways to provide differentiating math education within the constraints of our budget and staff.

Kate asked if we have considered asking middle-school students to serve as tutors for younger children. Could we use those resources? This is something that was done in the past. Would children be willing to take 30 minutes from youth group to help tutor, this could be presented as a way for them to earn service hours.

#### Parish reception desk—school safety

- Discussion of plans for a reception desk just inside the common doors. Individuals will have to buzz in (receptionist will be responsible for buzzing in).
- Goal is to aid in security as well as create a welcoming environment.
- There are security issues with the elevator – going forward the elevator will be locked down, individuals will have to sign in.
- Desk being installed around December 16<sup>th</sup>, will begin being staffed in January, after the holidays, Monday through Friday, all day, and Sunday mornings. Will be staffed by a variety of people currently already on the staff.

### Survey – Ultimate Question Survey

- Survey to be conducted for both the church and the school, completely anonymous, will help gain an understanding of areas of focus for development and improvement
- The extremely simple survey (two questions) will be sent to all school parents
- The parish is also sending out a similar survey via email, but the parish database of email addresses is less comprehensive than the school's, so there will also be paper copies of the survey in pews at mass.

### **Financials/Budget**

- Mary Daugherty was not able to attend, the committee can expect a full detailed update on budget performance in Dec.
- Received tuition assistance from outside sources, - Catholic Community Foundation and Two Eagles foundation
- Received CCF technology grant– restricted funds for computers, already ordered and will be installed in December
- Kids Club is ahead on net income
- Marathon expenses are on track with budget
- Next big fundraising focus is the Gala – January 31<sup>st</sup>. Fundraising goal is \$85K.
  - Auctioneer coming back this year
  - This year collecting money for class baskets rather than soliciting physical donations, room parents are asking for school families to turn in donations by November 15<sup>th</sup>. Even though this deadline has passed, donations are still needed!

### **Budget 2020-2021**

- Initial discussions on tuition budgeting for the 2021/2021 school year. The goal is to keep tuition at a minimum, while ensuring that we can maintain current programming and staffing levels. Discussion on other revenue sources to assist with staff, operations and facility needs.
- Discussion of different tuition models at other local parochial schools, how do we compare to other local schools?
- Current staff includes 10 full time teachers, 11 part time teachers
- More discussion in the upcoming months, as tuition rates need to be confirmed in January.

### **Finalize Top 10 list**

Each group shared their work from over the past month, expanding on the categories that they were assigned in the last SAC meeting.

- Following the discussion, everyone was asked to send their inputs electronically to Kate to consolidate and provide for Karen.
- The ultimate goal of this project is to create a one-sheet flyer for marketing purposes, “Top 10 Reasons for Parents to send their kids to Sacred Heart”

### **Review sports survey**

- Evaluated a number of different examples of parent surveys/evaluations for sports programs.
- Discussion as to the organization's goals in distributing evaluations/surveys at the end of a sports season. The committee worked on putting together a framework of questions from the samples that were evaluated.

- Are the values of the school represented in the program and coaching?
- What are the goals of our athletic programs (differentiate between B-Squad, JV, Varsity)
- Sportsmanship
- Catholic School values
- Teamwork/sportsmanship modeled and valued
- Karen to consolidate.
- Questions about the Athletic Director's role in engaging parents at the beginning of a sports season.

### **New Business**

- A committee member inquired about the Styrofoam trays that are being used in the lunchroom, they have caused a lot of problems (flimsy, breaking) and are bad for the environment. The vendor ordered 2 cases in error, when they're gone, they'll be going back to cardboard.
- No other new business.

### **Closing Prayer**