



SACRED HEART  
CATHOLIC SCHOOL

**SAC Meeting Minutes**  
**10-23-19**  
**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 Burse, Mary Daugherty, ~~Fr. Pedersen~~

**Opening prayer**

**Kate/Reedus**

**Approval of minutes from September**

- Minutes approval motion made, seconded and approved

**Principal Report**

Staff Professional Development-CSCOE/Cultural Competency

- October 16 CSCOE Summit attended by teachers and was a value
- Cultural competency 8-hour requirement for teachers – using November 5<sup>th</sup> for beginning the process.
- Tierney Brothers will be involved on Nov 12, Nov 21<sup>th</sup>, January and March dates– Goal will be to focus on math to set school-wide goals and align our curriculum with MN state standards.
- Teachers concerned with anxiety and ADHD struggles with students -will be providing resources to review and present on these topics this school year.

MS Curriculum Handbook for parents -SAC Comments on Review

- Document why differences in late work and extra credit -seems that teachers have differences in how approached. Clarify in handbook what expectations are for uniformity.
- MS Parent Handbook focused on curriculum. Possibly include disciplinary actions.
- Provide direction on how to use Google Classroom, TADS and Educate information. Provide log in directions and clarifications.

Screenagers Night/Other parent nights

- About 42 parents attended. Seemed to be a low turn-out for expectations.
- Parents night are not particularly successful in turn out at SHCS

NAEYC Accreditation—Dec-Jan. (Pre-K)

- Earliest will be here is December and needs to be submitted by Feb 1, 2020

### Harvest Pack Community Service Opportunity

Program is similar to Feed my Starving Children but stays local. Would be onsite but have to pay for food to pack (\$0.23/pack)

- 15,000 meals is \$3,000-\$3500 for fund raising
- Can be school day or during evening – prefer to do during Lent

Harvest Pack will educate children involved on waste of food, classroom training on food balance between privileged and underprivileged.

- Start collecting money during Advent as an idea to be carried thru Lent.
- Market to businesses to donate as option

SAC committee agrees this would be great opportunity for students, teachers and community to give back and support.

### TADS

- Submitted information for admissions and enrollment process. Banking information is in the process of being worked on.
- Feb 1, 2020 goal for full transfer for parents. Will have to have all re-enroll on TADS

### Development group

- Has planned parent activity as a happy hour for November 14 at the Wicked Wort

### **Financials/Budget**

- This year had to go to gap accounting and tuition recording over 12-month period and more focus on receivables.
- Financial update thru September school has 39% of expected tuition collection
- Registration fee needs further evaluation
- Behind budget by about \$13,000 based on estimates prior to incoming grant-like additional dollars that the district is expected to receive
- Athletic fees are behind and need to follow up on status to ensure being imported into system

### **Fundraising Update**

#### Fund Raisers Gross Revenue Goals

- \$36,000 marathon
  - \$13,000 gross revenue for wreaths
  - \$19,000 Fish Fry
  - \$9,500 Plant sale
  - \$13,000 read-a-thon
  - \$1,400 Book Fair
  - \$1,000 Food for thought
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- \$33,911 total to date for marathon. Still have some coming in. Pledge Star issues seemed to hurt the donations.

- \$3,200 so far with Wreaths. Donations still coming in, selling at mostaccioli dinner as well this weekend.

**Heggies fundraiser?**

- Question to group to as to if Heggies Pizza would be a better fund raiser. Tabled as future discussion

**SAC discussion---Bring your Top 10! “Sacred Heart Catholic School Top 10”**

- Kate presented a summary of the responses from the committee
- Would go in prospective folder and marketing/publications
- Possibly utilize 10 phrases to highlight off list and utilize from submitted comments
- School has developed some marketing brochures for gathering space for pre-school, K-5, middle school. Website developer involved and new photos taken. Utilize some of the phrases on new marketing materials.
- **ACTION ITEM:** Divided up SAC members to be involved on development of phrases for using in marketing materials

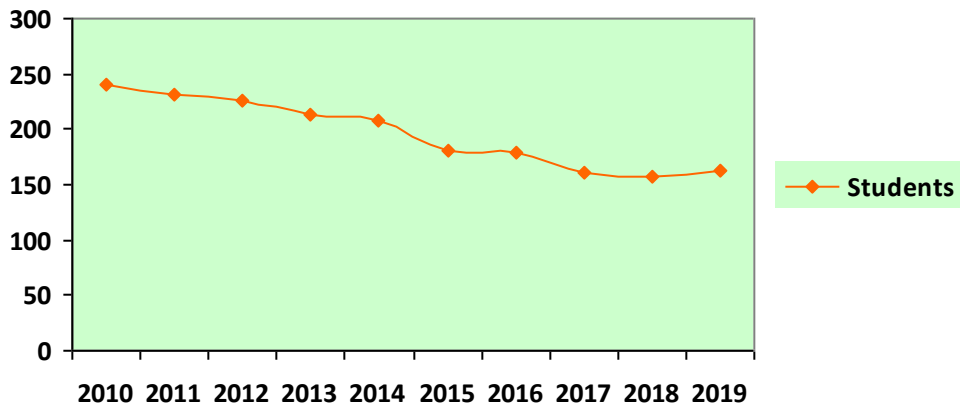
**SWOT analysis: List Strengths, Weaknesses, Opportunities, Threats**

**Strengths**

- These are identified in our “Sacred Heart Top 10” statements
- everyone plays on sports

**Weaknesses**

enrollment declining:



YEAR	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
STUDENTS	240	231	226	213	207	180	179	161	157	163

**Note: Peak was 305 students in 1990**

- Age of community demographics leaving/no longer parishioners
- Aging facilities
- Lack of extracurricular activities

- **Lack of parent volunteers**

#### **Opportunities**

- **Grants that are made available**
- **Age of community – young pre-family community. Can market and draw into parish and young families**

#### **Threats**

- **Turn-over of staff**
- **Giving out more tuition scholarships (%50) without replacement revenue**

#### **New Business**

Good turn out for marathon despite weather

- Possible feedback on parent sports season and follow up – **Action item** to create survey for follow up

#### **Closing Prayer**

**Attached: Top 10 Sacred Heart Statements**