



SACRED HEART
CATHOLIC SCHOOL

SAC Minutes
2-15-23
6:00-7:30 p.m.

SAC Members Present: ~~Katherine King~~, Alicia Nordstrom, Christine Denton, Elise Hedlund, Rebecca Lahr, ~~Kevin Dempsey~~, Molly McGraw Healy, Margaret Anderson, Katherine Johnson

Ex Officio Members Present: Karen Burse, Mary Daugherty, ~~Fr. Pedersen~~

Meeting was called to order at 6:02pm

1. Opening prayer

Opening prayer was led by Becky.

2. Approval of minutes from January

Minutes were motioned, seconded, approved.

3. Principal Report

Principal Burse provided an update on school activities including:

- Gala update: It was a successful event, final figures are still being calculated, but fundraising went better than last year and we raised more than budgeted. Clear positives included selling the teacher tickets and having sponsors. The fund-a-need portion went well, with the dual goals of teacher retention and tuition assistance being very well received. The energy in the room was exciting and the visual of the mercury 'rising' in the thermometer was very effective and motivating. The school is working to engage more alumni in the future. Everyone enjoyed the dessert dash, contemplating whether that is an every year or every-other year event alternating with a wine pull.
- Enrollment for 2023-2024: Enrollment is up for fall, with 100% of the 4-5 year PreK students re-enrolling, some into kindergarten and some into another year of PreK. We are hoping to have 142 students enrolled for next year (currently at 132). There are currently three students that are not re-enrolling for next year, and 3 new students who have already enrolled for next year in 2nd, 3rd, and 6th grade.
- Playground: Students and others have been able to view two pictures of the new playground that are available in the school. Only 12-15K remains to be raised and the school hopes to accomplish this during the read-a-thon. \
- Spacing of fundraisers: SAC members discussed ideas for spacing fundraisers, suggesting the Read-a-thon being completed prior to spring break. All acknowledged that Gerten's plant sale (going 'live' on 2/21) and the beer bust will be taking place during the spring as well, but that they are optional ways to support the school.

4. Financials/Budget

Mary shared an update from the Archdiocese regarding the use of Venmo accounts. The current recommendation is not to use Venmo for official school business as the platform does not allow for the type of record keeping required in order to make donations tax-deductible. The platform also makes the use of adopted internal controls difficult. As an alternative, the school can provide an iPad and square device for tournaments and other sporting events so that electronic payments may be accepted.

Financials are currently complete through December. School is still looking good and is ahead of YTD budget by \$29,000; however, we will need to wait for Gala to shake out to have a better sense for where we are at for the year. We are 50% of the way through the school year. The school is in good shape, but it is important to note that some restricted funds have not been spent—which can create an overly-rosy picture. Tuition receivables were adjusted for families that withdrew, so we are slightly under budget on revenue.

Tuition increase for next year was communicated via email.

5. Fundraising Policy

SAC members reviewed the fundraising policy and discussed minor updates including removal of “Food for thought” (no longer a fundraiser) and upping the desired marathon contribution to \$300 as the plan is to move away from Read-a-thon. Members also discussed whether fundraisers such as the steak fry for athletics and fundraisers for youth group should be included. Members also recommended that the policy include language noting that other optional opportunities to support the school such as class parties, staff gifts, etc. will exist through the year and that parents may wish to support these at their discretion.

6. Communication Policy (Grievance)

Considering adding this policy to our handbook. See page 3 of agenda.

SAC members heard context around the need for the policy, including that the school has seen an increase in concerned parents entering the building in a state of heightened emotion, wishing to discuss an issue or disagreement with a staff member on the spot. Members recommended a minor update to the policy language, suggesting that ‘educational programs of a child...’ be changed to ‘education of a child...’ as this phrasing is broader and allows the policy to apply to anything concerning the child’s experience at SHCS.

Members also recommended maintaining the firm tone of the policy to stress that all members of the SHCS community must be respectful to each other even in times of disagreement, including the need to communicate a concern *prior to arrival* to facilitate meaningful engagement and hopefully a positive resolution. To ensure that this happens, the board recommends that an appointment be required if a parent/guardian wishes to discuss a concern.

7. Garden Grant Updates

The garden club is now five members strong and is holding a meeting after SAC to craft a recommendation on the number, size, and placement of beds for the initial year. This recommendation will be presented to Principal Bursey and Father Pedersen. Once approved the members will reach out to 3rd and 4th grade teachers for input on what types of fruits/veggies to grow and how their classrooms would like to be involved. Some peppers and onions have been planted in hopes of being donated to the school!

Principal Bursey noted that the school has parent connections to several large retailers who may be able to assist with sourcing wood for the beds, as well as a good relationship with Ace Hardware.

8. New Business

All

Recruitment of new members: It is nearly time to begin recruiting new members for SAC. The first step will be to look at the roster to see whose terms are ending and whether they would consider coming on. Members are also encouraged to think of others who may wish to serve.

EnVoy training: The school has completed this training in the past, members discussed some of the benefits (non-verbal cues to help manage behavior and create calm classrooms), and encouraged consideration of a repeat of the training in the future.

Second Step: This is a socio-emotional curriculum and also the school's health curriculum. It is being implemented this year and is going well, the main challenge is finding time in the day to complete the lessons. The school is committed to using Second Step for at least three years in order to ensure full implementation before determining whether or not to use it going forward.

9. Closing Prayer

Led by Becky

Meeting adjourned at 7:23