



SACRED HEART  
CATHOLIC SCHOOL

**SAC Minutes**  
**3-15-23**  
**6:00-7:30 p.m.**

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

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

Meeting called to order at 6:05

**1. Opening prayer**

The opening prayer was led by Becky.

**2. Approval of minutes from February**

Meeting minutes were approved with update to include Laura Carrillo as attending.

**3. Principal Report Karen**

- Gala was a great success. Final net revenue is still being determined as a few expenses are yet to be paid, but total revenue is currently over \$109,000 with the goal being to raise \$90,000. SAC members discussed their experiences at the Gala—the night was enjoyed by all. Food was good, gluten free menu was appreciated, activities such as dessert dash were well-received. Members discussed the possibility of doing dessert dash every-other-year, alternating with a ‘wine pull’ or other activity.
- Enrollment for school year 2023-2024 is up. Currently there are 144 enrolled, up from current enrollment of 132; 15 in K, 2<sup>nd</sup> and 8<sup>th</sup> grade next year are at 23 and will be closed unless there is a sibling exception. 100% of 4 year olds are returning—some will return to PreK, others will advance to K.
- Read-a-thon is at 6K and the school is hoping to raise the remaining 7K for the playground over the next week. Playground needs to be ordered in April.
- Gertens Plant Sale went live on Feb. 21<sup>st</sup>. Currently \$8,700 of plants have been ordered —last year sold 22K total, but most sales typically come in toward the end of the sale. The school receives 30% of the total sales.
- Bullying policy and form will be included in a tab on our website.
- The school garden has been approved by Fr. Pedersen. Grounds crew requests that the garden club be mindful of sprinkler heads when placing the raised beds. The garden club has ordered a compost bin for garden use and plans to build the raised beds. Members will reach out to the school’s home depot connection in hopes of purchasing materials at a discounted price. Over the next month members will be reaching out to the 3<sup>rd</sup> and 4<sup>th</sup> grade teachers and determining a day/time for the build. SAC members discussed ideas for maintaining the beds over the summer, including noting that middle schoolers need volunteer hours.
- Beer Bust will be April 21<sup>st</sup>. Katherine reported that planning is underway and attendees can look forward to a band performance enhanced by a new keyboard player! Venmo is her preferred method of ticket purchase (permissible as it is not a school-sponsored event), many teachers are coming, with a guest for free! Please spread the word—bring family and friends, late deciders can show up at the door! Hoping to raise \$5000.

#### **4. Financials/Budget**

Mary provided an update on the use of Venmo. The Archdiocese has issued guidance, and for a variety of reasons, including difficulty of keeping proper records via the platform, it is recommended that Venmo not be used for official school/church business.

As of January we are looking better than initial projections. It is important to keep in mind that donor restricted funds and gala items are still pending and have an impact on how things look. Tuition collection is coming through slowly but surely, tracking close to projections. There is some invoice aging over 30 days, but most accounts are current.

Capital improvements: The gym floor is going to need renovation in near future (was up for replacement in 2014). Mary shared a document listing the various elements of the church/school and noted that many items have outlived their anticipated usefulness and may need replacement in the future. Building and grounds meeting decided to look at list and prioritize, as well as get bids on some items. The first step for the gym floor is to determine approximate cost. Building and grounds will be meeting again before June 30<sup>th</sup> (end of fiscal year).

#### **5. Welcoming new families**

SAC members discussed how to welcome new families and begin building community. There will be new students in 8th, 6th, 3rd, and 2<sup>nd</sup> grades. Ideas included:

- Continuing to use room parents, perhaps with more structure around their communications (i.e.: a monthly email template for September-December and end of year, ensuring teacher is included on all official emails, having a small fund for each classroom, etc.)
- Having Zach serve as the ‘head’ of room parents
- Continuing the Kindergarten round-up
- Hosting informal pre-school gatherings such as a get-together at the new school playground
- Hosting an informal gathering or two (similar to pizza parties and open gym time from this year) with information/invitations sent out by Karen and coordinating done by room parents.

#### **6. Policy Review**

SAC reviewed the enrollment and acceptance policy.

SAC reviewed the fundraising expectation policy and suggested adding “various community events” to the policy under the “other options” section.

#### **7. Archdiocese Aspirational Goals: Technology**

SAC conducted a preliminary review of the goals around technology. The school is fully in support of some elements of the goals and will need to thoughtfully discern how others should be applied in the context of our C-Stem school.

#### **8. Recruitment of new SAC members for 2023-2024**

Once you’ve completed your three years you can commit for another three years, but on a year-by-year basis. The board can have 10 voting members. Those who are up for renewal include Becky, Katherine King, Alicia, and Molly. Let Karen know if you have ideas for others who might be interested, and if you plan to renew, before or at the next meeting. Individuals with educational, marketing, business, or strategic planning background are particularly sought after.

**9. New Business**

SAC members discussed St. Raphael's marketing piece and how to leverage Sacred Heart's strong academic results. Molly noted that she would seek contact information for a local marketer connected with her sister.

**9. Closing Prayer**

SAC members said a closing prayer and the meeting adjourned at 7:25pm.