



SACRED HEART
CATHOLIC SCHOOL

SAC Minutes
10-11-23
6:00-7:30 p.m.

SAC Members Present: ~~Rebecca Lahr~~, Alicia Nordstrom, Molly McGraw Healy, Kevin Dempsey, Margaret Andersen, Christine Denton, Laura Carillo, Elise Hedlund, ~~Rikki Mortl~~, Kelly Cunningham, ~~Aimee Dean~~

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

Opening prayer

The opening prayer was led by Margaret.

Approval of minutes from September 2023

Meeting minutes were motioned, seconded, and approved.

Principal Report

Staffing update-2nd and 3rd grade

- New 3rd grade teacher, Mr. Gooley!
- 2nd grade long term sub has been hired to fill in while Ms. Favrau is on an extended medical leave. The administration is grateful to have found a long-term solution that will provide consistency and stability for the children.

Curriculum Nights

- The committee provided feedback for the administration on curriculum night, consensus was that it seemed like a good turnout, in middle school participation was high.
- Reports that it was very appreciated that the middle school homeroom teachers sent out a detailed schedule prior to the event.

Marathon

- Marathon funds raised so far, as of the October meeting, are \$35,594, as compared to the \$45,000 goal. This total may not include TADs donations or donations coming in through Father, Mary to provide final reconciled numbers from each source of income in the next meeting.

Marketing Update/Annual Campaign

- Karen and Mary provided status on the annual campaign, targeting raising funds to purchase a new gym floor.
- Staff has prepared the fundraising letter for the campaign, which will include pictures of the basketball teams, a pledge card, return envelope, bookmarks made by the 5th graders.
- Focusing energy on verifying addresses, using a national address corrections service that will review our database for accuracy.
- Letters will go to legacy families.
- Mary and the maintenance team are meeting with multiple companies to discuss options for the gym floor and to acquire quotes. Based on professional advice from a number of sources, requirements for ADA compliance, and the need to install a floor over the current one, inclining towards a eurothane floor over wood.

- Discussion amongst group re: how SAC can help get letters out. Suggestions included an idea that several committee members supported, which would involve facilitating a volunteer project for hand-addressing the envelopes. Estimating ~800 mailings, so there was some discussion of feasibility of this, and pros/cons. Several SAC members volunteered to help with this project.

Canoe Project/Science from Scientists

- The 8th graders finished the canoe project the morning of the SAC meeting (10/11/2023)
- On 10/12/2023 (tomorrow) they will be portaging their canoe down to Crystal Lake.
- Karen would like a couple 8th graders to introduce the canoe as a live auction item at the 2025 Gala, and provide a short presentation on their experience with the project. Committee members agreed this would be compelling and is a wonderful idea for the Gala.
- Title IV STEM funding will be used to provide a special science program for Grades 3-8, called Science from Scientists. The project will be executed over two full days, and these Scientists from industry will come in and do a project with each grade.

Breakfast/Lunch

- Breakfast and lunch is going well, despite some concerns at the beginning of the year about the new breakfast program, the process is running smoothly.
- Some new menu items are being offered for lunch this year and Karen is trying to choose lunch options based on past popularity. A new entrée this year... goulash... was a surprise hit!

Financials/Budget

- 10th day budget approved by the finance council
- Budgeting for net income deficit of -\$65,165 for the fiscal year
- So far we are underrunning the budget (showing YTD improvement against YTD budget)
- There is still a bit of a reconciliation challenge to keep track of receivables with TADs, St. Margaret Mary's, our accounting system, etc.
- We do have some accounts in arrears already that are > 30 days, Mary and Karen took action to tag up offline on a strategy and plan for handling aged tuition receivables throughout the year.
- Short discussion of the Marathon - stations were a big hit and really promoted the Sacred Heart community.
- Molly reported that the bubble station even attracted non-SHCS families on the morning of the Marathon and she had a handful of conversations with families with young children.

Garden Grant update

- Molly provided a status on what's next for the school garden, some cleanup still needs to occur before winter.
- There are still some funds remaining, the committee discussed needs/options for using these remaining funds: i.e. a rain barrel, storage, seeds to be planted this winter, etc.
- We are encouraged to apply for a grant every other year, as opposed to every year, so the plan will be to continue and to write up another grant application when that time comes.
- Committee needs to coordinate with 3rd and 4th grade for the winter/spring curriculum tie in.

Gala—February 9th Denim & Diamonds

- Theme is Denim & Diamonds
- Maggie is helping creating invitations, postcard, posters, and other marketing materials
- Gwen will lead food planning
- Rikki is taking on a lead role for decorations

- Kelly will be helping lead the silent auction planning
- Christine is leading the charge on soliciting sponsorships from local companies, donation letters need to go out soon.

MNSAA Self-Study Year

Karen

- SAC reviewed the 2 remaining standards and made recommendations on updates to the narration of compliance.
- The committee reviewed the school's Mission Statement:

Sacred Heart Catholic School is committed to instilling high moral standards rooted in Catholic teachings. We are dedicated to educating the whole child through an integrated C-STEM curriculum. In collaboration with our families, parish, and local community, we maximize potential to ensure students are prepared to meet the challenges in the world as disciples of Jesus.

- Brainstorming session took place to provide feedback on the Mission Statement, with a focus on words to stay, words that the committee would recommend stepping away from.
 - Words to stay: whole child, integrated C-STEM
 - Words to add/change: neighborhood, safe, service
 - Words to get rid of: local, high moral standards
- Discussion of proposed parent survey questions to solicit feedback on the school's Mission Statement and adherence to it. The
- Survey questions need to be tied to the questions in our standards
- Feedback from the committee that the survey answer options need to be consistent, and ordered the same (Agree, somewhat agree, somewhat disagree, disagree)
- Discussion took place re: when the best time would be for administration to send this survey out to parents, looking for high participation. The consensus was that it has to happen prior to the holiday busy season, and the committee settled on the week of November 06, which will be post Halloween but prior to the holidays. Committee recommended that Karen gave notice of the survey coming up in the prior week's newsletter.
- To improve participation, there was a suggestion that the administration reward classes with high participation from parents/family in the anonymous survey. There were a number of ideas as to how to structure the survey so that it remains anonymous but so that we can crunch the data on participation from each class's families.

New Business

- Christine asked if there is a gala committee, and how to get involved. There was some discussion amongst the committee about how and to whom to reach out to.

Closing Prayer

- Meeting adjourned.