



SACRED HEART
CATHOLIC SCHOOL

SAC Minutes
8-16-23
6:00-7:30 p.m.

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

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

Opening prayer

The opening prayer was led by Becky.

Approval of minutes from May 2023

Meeting minutes were motioned, seconded and approved.

Nomination of key SAC roles for 2023/2024 school year

- Margaret Anderson appointed Chairperson position.
- Alicia Nordstrom appointed Secretary position.
- Welcome new members – Rikki Mortl, Kelly Cunningham, Aimee Doan

Principal Report

Enrollment 2023-2024:

- K-8 enrollment is at 142 students, but a number of tours are still scheduled and that number has a potential to grow by the first day of school.
- Pre-K registration is officially at 15 children, with another 2 still completing paperwork and some more interest, projecting 18 Pre-K students by the start of the year.
- Pre-K new teacher with a lot of former experience and a new Para, doing a meet and greet so that the Pre-K students can meet their new classroom teachers in August

Staffing challenges over the summer:

- A more significant than usual level of attrition from the 2022/2023 school year has led to difficulties in hiring.
- Able to find hiring solutions impacting Pre-K, 2nd, 3rd, 5th, library, and Athletic Director
- Discussion of the causes for attrition and concerns over what it means for the future and our ability to attract desirable candidates.
- Employment challenges are a macro-level issue and is not specific to our school. Other neighboring Parochial schools within the Archdiocese are reporting similar issues, especially related to available budgets for salaries.
- The disparity is significant between the current marketplace salary demands and what we are able to offer based on our current tuition levels and the level of support from the parish.

- Stepping out even further to look at the issue, teacher burn-out and a related teacher-shortage is an issue that impacts primary and secondary education in the broader community. What can we do at Sacred Heart to help combat these pressures?
- Karen indicated that this will be a big topic that she is hoping SAC can help her tackle this year, as she's looking for proactive ways to retain and attract teachers in our school community. We need solutions that are sustainable.

Back to School Day – August 30th (staff, PTC, KC)

- The staff and teachers are getting ready for Back to School Day on August 30th
- The event will be back indoors this year, a decision made resulting from a number of logistical issues and unknowns with the weather when holding it outdoors.

Welcome Crew – new families

- Room parents identified for each grade/classroom.
- Welcome emails have started to go out and will all go out prior to Back to School Day.
- Providing input to room parents with the goal of keeping the messaging the same so all families are receiving the same information but with a personal touch.

Breakfast program

- The free breakfast and lunch program ensures that all children have access to breakfast and lunch, but it will come with some logistical issues for the school.
- Cannot participate in the free lunch program without offering the free breakfast, but our school schedule does not accommodate extra time for breakfast.
- Solution will have to involve accommodating breakfast in shifts, and students will be eating breakfast in their classrooms during their first class of the day.
- There will likely have to be some adjustments to the process, teachers will report out on any issues, including potential disruption of class time and messes/cleanliness.

Implement new Smart Device Policy – gr 5-8

- New Smart device policy, which SAC helped to review, was communicated to families in newsletters last spring and throughout the summer.
- Grades 5-8 parents will have to sign agreements at Back-to-School on August 30th.

Peace of Mind Program

- 2023-2026/EANS Funding: School will receive a counselor one day per week for the K-8 program and will do presentations and small counseling groups such as friendship groups.
- Teachers and staff participated in training workshop in August at St. Patrick's
- Program includes professional development with teachers and staff on social emotional learning and mental health.

Garden over the Summer

- Adopt-a-garden was a success this summer! Had multiple families participate in watering and harvesting. The garden produced a significant bounty of vegetables and herbs!
- Kids in Grades 3 & 4 will be harvesting the 1st week of school and will lead the cleanup of the garden prior to winter, as well as incorporate planting and hands-on learning in the garden into curriculum plans for the spring.

Confidentiality / Role of SAC

- Discussion of the role SAC members play in advising school and parish leadership on issues that impact the school.
- SAC members receive insight and input in confidential school financial information as it relates to budget, tuition, fundraising.
- SAC does not have oversight nor input in personnel issues.

- Focus is on marketing, school improvement, policy, budgeting.
- Parents may bring issues to SAC members, and there are two options 1) the SAC member can bring that issue to the committee for discussion or 2) the parent can request that they are added to the next SAC meeting agenda and allowed to come to a portion of the meeting to present their concerns,
- SAC members should keep their ears to the ground, get the pulse of the school and bring forward issues as appropriate as New Business. We promote transparency and positivity.

Financials/Budget

- Mary Daugherty was not able to attend the meeting, but she provided a report that Karen summarized for the committee.
- Projecting an income deficit again in the School and Parish budget for the 2023/2024 fiscal year. Will be doing a 10th day budget approval when enrollment numbers are final. Results for 2022/2023 fiscal year (July 2022 – June 2023) reflected improvement over budget.

Marathon – September 30th

- The Marathon is a week early this year (September 30th) due to the timing of the Brady Swensen Golf Tournament on October 7th.
- Laura worked with MN Nice Cream and has secured their participation in the Marathon. They will have their truck at the Marathon and will be selling ice cream as well as cold press coffee and floats. <http://www.mn nicecream.com>
- Zach ordered signs for the route.
- Discussion of how we can make the route more interactive. Ideas included 1) Selfie Station (Karen needs to reach out to the Gala committee to find the selfie-station materials) 2) Dance Party station, lead by Becky and Margaret, 3) Hula Hoop station, 4) Bubble station lead by Molly, 5) Bags/Corn-hole in the hockey rink, multiple committee members offered to bring their sets
- Read-a-thon fundraiser has been eliminated going forward, request is that families work to be able to fundraise their full \$300 per student requirement at the Marathon

Volunteers

- 42% of families turned in their volunteer form reporting on their hours for the 2022/2023 school year
- Discussion of how to encourage more engagement/participation, and whether or not we should charge parents for hours not completed
- Use of sign-up is going well.
- Rikki volunteered to help create a database for tracking volunteer hours as well as a system for notification throughout the year on each family's progress towards their 20 hour per year goal. She will need reports out of sign-up and some help from Sarah Bowback in the office.

MNSAA Self-Study Year

- Karen reported out that MNSAA annual report 2023 was successfully re-accredited
- We are in year 6 (out of 7) which is a self-study year.
- SAC will play a role in the Leadership, Administration & Governance standard of evidence of compliance for MNSAA. As part of our review this year we will need to look at our Mission Statement and Bylaws.
- SAC will be asked to develop a survey for parents this year that will help us create a school improvement plan. To be discussed in future SAC meetings in more detail.
- MNSAA stands for Minnesota Non-Public School Association Accreditation. SHCS has been accredited since 1999, it is a great process and prevents leadership complacency.

New Business

- Nothing of note. Informal discussions about SAC members' summers and excitement for a new school year!

Closing Prayer

- Meeting adjourned.