

Wednesday, August 23, 2017 in the St. Clare Conference Room at 6:30 pm.

**I. Opening Prayer**

**II. Roll Call:** Chad, Mandy, and Steve M. excused/Guests - Pat Brandl & Nancy Ottum (Pastoral Council)

**III. Open Forum/In-Service**

**IV. Approval of June Minutes of Meeting (attached) – Correction to paragraph #4 should read “May” minutes versus April. Approved and seconded.**

**V. Financial Reports:** Audits starts Monday 8/28/17 - June looked exactly as expected and close to budget. Good news the Parish received a bequest and should break even at the end of the year. July budget started until after the audit.

**VI. Committee Reports**

- A. Development Report (see attached report): History of magazine sales due to magazines purchased by previous clinics. Are we hoping that we continue outreach to larger potential purchaser (MD office, hospitals, etc)
- B. Policy Report: Will set a date before next meeting. Pat Brandl noted that the Parish has set up an HR Policy Committee. A member of that committee would like to introduce herself to the BOE and are available to help with HR policy if necessary.
- C. Marketing Report: A meeting is scheduled in September 11, 2017. PIA did take initiative to make signs welcoming new students.
- D. Building/Grounds Report: Pat Brandl reported that the Parish building and ground folks have finished tours and are now pricing and priority plan.

**VII. Principals Reports**

- Middle School/Athletics:
- In-service regarding “active learning strategies” with Bill Banks and retreat related to prayer at the Shrine.
- 8/28/17 – orientation night
- Three new staff members
- Guidance counselor will start a “parent book club” to help parents connect to the kids – first book “Un-Selfie” – entire middle school is going to read as well

**A. Elementary School:**

- Evaluated MAP scores at in-service
- Must have prayer as a focus – lesson learned at retreat day
- 8/24/19 – “New Parent/Family Orientation” – estimate 34 new families (K-8), which doesn’t include 3K parents
- Backpack drop-off 8/28/17
- See enrollment status – projected enrollment numbers was 443 and current enrollment is 448; Discussion related to recruiting new students from Two Rivers – no TR kids in Kindergarten, but a few in pre-school.
- Note: SFA is the largest biggest school of the diocese

**VIII. Comments from the Pastoral Representative:** Father Plier noted transition underway with Pastor Doug. Father Plier is very optimistic.

**IX. Old Business**

- A. Vision 20/20: There has not been a meeting related to Vision 20/20. The brief summary was published in the July bulletin. Father Doug needs to review current plan. Things are a bit on hold due to the Meitler study.
- B. Marketing goals of the BOE: The findings of the Meitler study will be presented Friday, 9/22/17. Plan to market the current school “as is” until formal plans are realized from Meitler.
- C. Uniforms: Decision to be made on uniforms target January for 2018-2019. Committee will meet to continue research.

**X. New Business**

- A. Playground – the old playground at the elementary school is down due to condition and repair/John Stelzer talked to Braun building will donate \$2,000 worth of material to build a new playground – looking for a design. Will research new design and way to erect. Action required.
- B. VBS/Totus Tuus: Both programs were a great success – 150 kids attended;
- C. Three year budget: Discussions will be on-going to put that plan in place.

**XI. Executive Session:** None

**XII. Concerns/Questions:** Additional information presented by Pat Brandl related to the “Regional Discipleship Formation Seminars for Key Volunteer Parish Leaders,” consider going into one of these sessions

**XIII. Closing Prayer:** Father Plier

Next Meeting – September 28, 2017