



## Education Advisory Committee Meeting October 17, 2017



APPROVED

Fr. John Lantsberger, Mr. Michel, Mrs. Kallhoff, Mrs. Sandy Bauer, Mrs. Jacque Brown, Mr. Adam Heinitz, Mrs. Tami Schwebach, and Mr. Lee Saude were present.

Meeting was called to order at 4:00 pm with Father John leading us in prayer.  
Previous meetings minutes were reviewed. No changes.

### **Administrative Report**

#### ACCREDITATION REVIEW

- Results – curriculum mapping needs to be updated. We have until January to update and re-submit then our Accreditation certificate will be available.
- The other area noted was updating our Bullying Policy to reflect current state laws (discussed at last EAC meeting). This is not required to be submitted to the state.

#### TESTING REPORT

- 3<sup>rd</sup>-8<sup>th</sup> and 11<sup>th</sup> grade students completed Standardized testing last week, with a few makeups this week.
- Results boxed up and ready to be sent in. Compilation of data will be shared with EAC once received.
  - Big thank you to Mr. Kruger for making testing run smoothly as always and staff for their flexibility.

#### ELEMENTARY REPORT

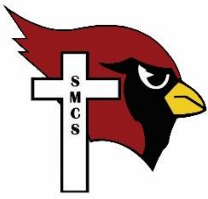
- BoxTops – total collected during Homecoming week was \$550.70.
- Book Fair – total sales were \$2700. Scholastic gives a percentage back to the school that can be taken as cash or book credit. We will use book credit this year as their book selection has improved.
- Pizza Ranch wheels – received a check for \$130.
- Conferences were well attended in the Elem/MS/HS. The teachers appreciated the meal provided by the SFO. Spring Conferences will be held March 8<sup>th</sup>.

#### INSERVICE

- September 27<sup>th</sup> – Dawn Wolf (from the Diocese of Sioux Falls) came to present information to our teachers on using Google Classroom as well as many other Google Apps. Dawn shared a lot of very useful information. The best part was that there was no charge for her presentation since she was from the Diocesan office.
- October 25<sup>th</sup> – Twila Roman (Diocese HR Director) will be coming to inform staff on benefit changes for 2018 calendar year.

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### FIRE MARSHALL REPORT

- A representative from the State Fire Marshalls office came on September 20<sup>th</sup>. The report has been received and reviewed with many corrections already taken care of by Carla Schmidt. A few of larger items will be on hold until further investigations and estimates can be obtained. A written plan will be submitted to the State Fire Marshall's office.

### UPCOMING EVENTS

- October 20<sup>th</sup> – Competitive Cheer State in Rapid City (DRSM performs at 7:22 PM MT, can be seen on SDPB)
- October 21<sup>st</sup> – XC State in Rapid City (DRSM runs girls at 12:30 MT and boys at 2:00 MT)
- October 23<sup>rd</sup>-October 27<sup>th</sup> – Red Ribbon week (Activities are planned by Student Council)
- October 27<sup>th</sup> – end of 1<sup>st</sup> Quarter (Semester Testing on 26<sup>th</sup>/27<sup>th</sup>)
- November 10<sup>th</sup> @10:30 – Veteran's Day Assembly in the HS gym
- November 11<sup>th</sup> from 9:00-2:00 – The Month Before Christmas Vendor Fair in the HS gym

### **Committee Reports:**

**Marketing/Retention** – Mrs. Brown brought Mrs. Bauer up to speed on past marketing activities.

Mrs. Bauer has several ideas on how to market the school including:

Chamber outreach – look into helping the Chamber market the Dell Rapids schools when putting together a visitor's guide and also using our strong city schools as a tool for encouraging people to relocate to Dell Rapids.

New family interviews – Mrs. Bauer is planning on speaking with all the families who have come to St. Mary this school year. She is looking for feedback on strengths, weaknesses, likes, dislikes, etc.

This information can be used to strengthen what we already have.

Ads – Looking at a possibility of more ads in local media. Also looking at the possibility of having some ads subsidized by supporters of St. Mary so that there can be more "splash" in what we do.

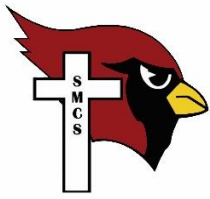
Discussion on how the new supporters would be selected ensued. We will follow the diocesan guidelines when it comes to soliciting support. Emphasis should be on using local who are also members of the parish, school and booster club.

Facebook boost ads - Look into the possibility of using this tool to specifically target an audience. Relatively inexpensive with guaranteed "looks".

Tribune articles – Was noted that the Dell Rapids Tribune is often looking for articles and that we have many things that we can submit for Micah Bader to publish. Also noted that Micah often comes out to events when he is called so we need to continue informing him of interesting things happening at St. Mary.

**Finance** – Fr. John presented the current Statement of Activities (School Income and Expenses Statement) for fiscal year to date. Everything is tracking normally. Question about EAC's participation in Parish Finance Committee was asked and answered. EAC generally does not

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participate in regular Finance Committee meetings. Only joint meeting is in early spring with Fr. John, school and parish finance chairs meeting to discuss upcoming budget year.

**Policy/ Curriculum** – Mrs. Schwebach is poring over the policy changes made in the past and has solicited feedback from previous member as to what would logically be up next for review. Our accreditation review indicated that we need to clear up some verbiage on our bullying policy so that it reflects state law. Mr. Michel also noted that there are many policies that are unclear that need to be addressed. Both Mr. Michel and Mrs. Kallhoff will work with Mrs. Schwebach and Mrs. Bauer to identify areas that need to be worked on and then assist with rewriting the policies to clear up ambiguities.

**Facilities** – Discussion was held on whether Facilities should have representation on Properties Committee. Mrs. Brown was encouraged to contact group leader to get on their email communications list. Elementary morning drop-off issues were discussed. Safety is the biggest concern with the amount of traffic at a concentrated time every morning. Traffic flow, limited parking, and crosswalk issues were among the items discussed. After an extended discussion without any solid decisions it was decided that all members should look at the situation firsthand so they can give input on a new drop-off policy. Once decided, it will be communicated to all necessary parties. Fire Marshall inspected the facilities. There are a few issues with emergency lighting and heat detection that need to be addressed. Roofing quotes were received this week for several areas of the school that need attention but no action has been taken yet.

Accreditation results were reviewed by both administrators. There were some minor curriculum updates to be made along with some clarification of a policy.

Mrs. Schwebach motioned and Mr. Heinitz seconded to approve previous meeting minutes and administrative/committee reports. All voting aye, motion passed.

**Old business:**

None

**New Business:**

None

No executive session

Next meeting scheduled for 4:00 pm on November 14, 2017 in parish conference room.

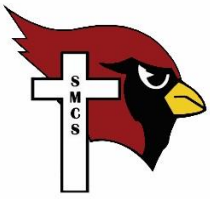
Fr. John led us in a closing prayer.

Mrs. Bauer motioned and Mrs. Brown seconded to adjourn. All voting aye, motion passed.

Meeting ended at 4:55 pm.

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