



St. Clare School Committee Meeting

January 16, 2019

6:00 - 8:00 P.M.

Attendees: Mary Giese, Lisa Gruber, Jenny Van Helvoirt, Keri Besel, Devin Coenen, Lan Hitner, Mike Van Helvoirt

1. Call to Order – Mary Giese
2. Opening Prayer – Ann Thyges read by Jenny
3. Reading of the Mission Statements

School Mission Statement: A family of lifelong learners dedicated to the growth and development of each person by nurturing Catholic faith, talents, and stewardship.

Parish Mission Statement: Love God. Love Others. Make Disciples.

4. Additions to Agenda none
5. Approval of November 2018 Minutes Mary made a motion to approve, Lisa second
6. Reports of Officers for Standing Committees
 - a. Home & School (Lisa Gruber & Devon Coenen) Kari Besel will discuss paying for CSW treats for the students at the Jan 17 meeting
 - b. Marketing (Lisa Gruber/Diocese) new flyers created for Pre-K, School Choice, general school info-these will be updated in all the churches-mailings went out to prospective 3K 4K students with invitation to Open House and general info
 - c. Catholic Identity / Accreditation Committee (Lisa & Entire School Committee) NA
 - d. Policy Committee NA
 - e. Budget/Finance Committee (Lisa Gruber & Erin Beyer) budgeting will begin soon
 - f. Development/Fundraising Committee (Nicole Burban & Mary Giese)
 - g. Nomination and In-service Committee (Lana Hitner)
 - Lana to meet w/Jenny



St. Clare School Committee Meeting Continued...

Standing Committees continued...

h. Safety / Building & Grounds (Lisa Gruber & Devon Coenen) NA

7. Administrator's Report - Lisa Gruber

- CSW-many activities this week (info went home to families), gift bags for new families who attend Open House, looking into more decals to give to new families who register, Jenny has slide show that is on the website and will run at school during Open House
- You Get it First app was discussed- the committee agreed that we need to do more research about whether this is something to invest in (it is a crisis communication tool www.yougetitfirst.com)
- registration-discussion of changes to form-3K option will be dependent on enrollment and will be later than usual-tuition will go up \$175, but will include the lunch fee (that can still be worked off), art fee and assignment book) the actual increase will be \$130

8. Old Business

- ✓ School Committee Responsibilities & Goals -Committee agreed on these

The School Committee is an advisory counsel to the principal that focuses on fostering a positive student, staff and parent climate.

Responsibilities:

- Ensures our Catholic faith is present and vibrant.*
- Helps St. Clare build strength in the community.*
- Strengthens relationships between the parish and school.*
- Assists with strategic planning to accomplish long term goals.*

Goals:

- Define the Responsibilities and the 2018-19 Goals of the committee*
- Promote the positive aspects of our school.*

9. New Business

- ✓ Family Volunteer Hours-The Committee decided that this will be added in 2020-21-more research needs to be done in order to write the policy for requiring

family volunteer hours. We will begin by tracking the number of hours people put in for different events and write up a policy that fits St. Clare.

- ✓ WRISA 2018-19 Goals-continue to work on these (many will require the faculty)- next meeting we will begin with these

10. Next Meeting Date: Wednesday, February 13th -Raffle meeting

11. Prayer Leader for next Meeting: Devon

12. Closing Prayer – Ann Thyges read by Lisa