

School Advisory Council (SAC) Meeting Summary

August 19, 2009

Present: Fr. Dorsey, Sr. Joanita, Mrs. Ranallo, Rick B., Jeryl B., Jim D., Jada D., Susan Mc., Susan M., Lynn R., Gary R., Colleen R., Ginny S., Amy V.

Absent: Stephanie L., Nicole S., Jeff S.

Items highlighted in orange represent action items

1. Fundraising

2008-2009 Results

- The actual fundraising for 08-09 is approx. \$99,000. The exact bingo number is not yet known, which could bring the total fundraising to over \$105,000. This will be close to or over our budgeted goal!
Jim D. to get final numbers by next meeting.
- Monthly gift certificate sales were only \$279 for the year. Daily scrip sales remained steady.
- Fundraising assessment buyouts were not reflected in the fundraising figures.

2009-2010 Fundraising

- The fundraising goal for 2009-2010 is \$115,000.
- Jim D. suggested that the monthly certificates continue to be sold with an emphasis on the certificates that cannot be bought at Giant Eagle.
- There was general discussion that the gift certificate program could be promoted in a very concrete way to parishioners to increase sales. Jim D. cited an example from another parish that illustrated “no-cost fundraising” examples. Paper recycling and Box Tops could also be included as examples of no-cost fundraising. **Susan Mc will pull bulletin insert together.**
- Lynn R. reviewed the fundraisers planned for 2009-10. **A fall fundraiser (Midnight Catechism) is still being pursued.** Organizers are considering piggy-backing on another non-profit’s performance – perhaps the Vincentian Sisters’ planned performance on Sept. 13. November was thought to be the ideal time. A venue is still needed. Lynn R. felt that we shouldn’t rush into it this year, and if it doesn’t work out it can be more carefully planned for the following school year.
- The St. Ursula Parish will be increasing the number of fundraisers they need to do to generate money for an emergency fund. They have two or three planned for the coming months.
- Fr. Dorsey suggested that the students decorate Box Tops envelopes for distribution to parishioners to increase participation. **Colleen R. will look into this.**

2. 1st Day of School – New Family Orientation

- Susan Mc has created a short presentation for new families which describes SAC. The Student Life committee will talk about many logistical items – cafeteria, dress code, after-school program, bus lines, parent pickup, etc.
- Student Life’s Amy V. is putting together a red folder of information for new families. It stills needs a fundraising insert. It was thought that a few pages which describe the timing and purpose of all fundraisers would be helpful. **Lynn R. to pull something together.** The aftercare program info will also be included in the folder – **Susan M. to provide from the office.** Info is needed by August 24.

- Ginny S. put together a “Stewardship at St. Ursula School” brochure to describe the many ways families can contribute their time and talent. It is a comprehensive list of Student Life, Athletics, Fundraising, Vision, Marketing, and other areas in need of volunteers. This will be included in the red orientation folders. **Ginny S. to finish and give to Susan M. for copying.**

3. Library

- Because of scheduling changes, the upper grade teachers no longer have a free period to teach the younger grades library once a week.
- Grades 5th – 8th will receive library time once a month. This time will be coordinated by Mrs. Pontoriero.
- Grades Ready-K through 4th grade teachers will conduct their own library times once a week. Mrs. Ranallo indicated that it would not be a problem for teachers to conduct this library time and check in/out books for the children. **However, the library committee will need to conduct a small training session to teach the teachers the method for checking in/out books.**
- Mrs. Ranallo suggested that a “guest reader” could come to the library once a month to make things interesting for the kids. It could be a grandparent or radio personality or an upper grade student.
- The library committee will continue its support of the library by shelving returned books, checking in new books, decorating the library monthly, keeping the library neat and clean, and running special programs.
- Sr. Joanita will approach a parent who may be able to volunteer each week as a library teacher.

4. National Anthem at the Pirates Game

- St. Ursula School will sing the national anthem on Sept. 21st. All students and alumni are welcome to participate. Amy V. is coordinating the selling of Pirate game tickets. They would like us to sell 350 tickets, but it is not required.
- A few parent volunteers will be needed to walk the students to the seats after the singing is done.
- **We will put an announcement in the bulletin about this to try to attract more alumni. (Amy V. to do this?)** This may also help to sell more tickets.

5. Meet-the-Teacher – September 16th 6:00pm-8:00pm

- A letter needs to be sent from the office to families to detail the schedule for the meet-the-teacher night. Lower grades are 6-7 and upper grades are from 7-8. Any teacher who cannot attend will either write a letter to the families to inform them, or have alumni parents help present the material.
- **Sr. Joanita will talk to Karen H. about babysitting that evening.** Parents would pay for it as if it was after-school care. We will have volunteer sign-up sheets in the lobby and a uniform swap that evening.

6. Athletics

- Cross country uniforms were ordered and will be in by the first meet Sept. 2. The tops are red with the cross country logo/St. Ursula name while the shorts are red with a large white stripe on the side (also with logos). Cost was about \$900 – less than budgeted.
- There will be only a Varsity soccer team this year, which will be comprised of 5th through 8th graders. (There are only about 20 5th - 8th graders interested in playing soccer, which isn’t enough for two teams.) The soccer team will also receive new uniforms this year. Soccer sign-ups will be the first week of school, although families can register any time using the forms on the website.
- Donna W. has agreed to coach St. Ursula cheerleaders. This program will run in spring and the cheerleaders will be at the basketball games.

7. 2009-2010 Goals – Sr. Joanita

- The student/teacher daily planners have the Beatitudes as the theme for the year. All teachers will be teaching a different beatitude each month using the materials in the teacher planner. Service projects will be tied into the beatitude themes. “Blessed Are They” is the overarching theme.
- Sr. Joanita will be working with the teachers to post tests and assignments in gradebook before they occur to help parents have visibility to upcoming homework/tests.
- The teachers will be dividing into committees to help Sr. Joanita complete the Middle States accreditation.
- All grades will be emphasizing a hands-on approach to science with different themes according to grade.
- **Please contact your state representative and state senator to encourage them to pass the PA budget.** We are missing thousands of dollars in supplies (such as math workbooks, Simple Solutions, 1st in Math) because the budget has not been passed.

8. Uniforms / Dress Code

- There has been much discussion about whether tan/navy skorts are part of the dress code. **They will be allowed this year due to a mix-up in the posted dress code policy.** However, a committee will be pulled together in January to nail down a more firm dress code policy. This will include pictures and examples.
- The teachers will be helping Sr. Joanita to better enforce the dress code. The idea is to inform parents when students are seriously outside the dress code. Things such as Capri pants, Crocs, cargo shorts, short-shorts, corduroys, and non-white shirts on Mass days will be considered dress code violations. **The office will supply teachers with a form that can be sent home, as well as guidelines for when to send a form home.** Sr. Joanita will work with families that repeatedly violate the dress code. There was much agreement that it is hard to enforce the dress code with your own children if they see other students violate the code without repercussions.
- Sr. Joanita will also enforce the no-hoodies policy at Mass – especially for those on the altar.

9. Extra-Curriculars

- Ginny S. and Ann M. will be assisting Mrs. Lehmeier on the Lego Robotics program. Sign-ups for 5th – 8th grades will go home in September. There is enough funding through grants and donations to have two 10-person teams. The teams will work towards competing on December 5, 2009. Thanks to Mrs. Lehmeier for donating her time to this project.
- Sr. Joanita used some of the PA state monies to purchase a Lego Robotics program for grades 3 and 4. They will use the kits during class time.
- Mrs. Heyl will coordinate forensics this year. She will be sending out sign-up sheets and a description of forensics to 5th-8th grade families. This hasn't been done in the past, so hopefully it will help boost participation. Forensics requires 14 students per team with meets on Saturdays throughout the school year. Thanks to Mrs. Heyl for donating her time.

10. Miscellaneous

- Susan Mc will put together a flyer to advertise the joint parish/school picnic on September 27.
- Thank you to Mrs. Ranallo for attending our SAC meeting. Many teachers have volunteered to rotate through our meetings so that we can increase our communication with them.

Next SAC Meeting: September 24, 2009 7pm