

School Advisory Council (SAC) Meeting Summary

September 24, 2009

Present: Sr. Joanita, Jim D., Stephanie L., Nicole S., Susan Mc., Susan M., Lynn R., Colleen R., Jeff S., Amy V.

Absent: Rick B., Jeryl B., Jada D., Gary R., Ginny S., Fr. Dorsey

1. Student Life

- Kudos to the Student Life Committee for organizing the Pirates game national anthem. Fifty St. Ursula students participated.
- **Kids Bingo** – November 7, 2009. Enrollment management will have our fall Open House for prospective families on the same morning. Families can come early to tour the school and then stay for the fun.
- **Cookies With Santa** – December 12, 2009.
- **Santa Store** – December 8-10, 2009.
- **Pajama Party** – January 22, 2010.

2. Fundraising

- Susan Mck worked with the teachers to have our students decorated more than 500 box tops envelopes for parish distribution. Each envelope was attached to a letter asking parishioners to save their box tops.
- The Golf Outing made over \$6,500 for St. Ursula. It was an outstanding result!
- The Pot O' Gold kickoff meeting is October 15, 2009. We are in need of an overall chairperson and several committee leads.
- Jim D. will be keeping the official fundraising numbers again this year.
- The parish is running a Pasta Dinner fundraiser on October 1, 2009. They are also planning a December lottery calendar, a craft fair on December 5, and a mystery dinner theater.

3. Athletic Association

- Susan Mck is coordinating court time for our basketball teams.
- New Cross Country uniforms were delivered on time and are being used by our team.

4. Ready-K Update

- Jeryl B. and Janine M. are working with Mrs. Patricca to update the Ready-K room into creative centers.
- **We are in need of a low and wide set of shelves with bins.** Cedarstore.com will quote a custom made piece. We can then determine if it falls within our budget.

5. SAC Recruitment

- A new "at-large" member position was created to recruit newer families to the SAC without the commitment of running a committee. Our goal is to attract 3-4 new at-large members this school year. Any family is welcome to join. SAC members should come up with a few families to approach directly about joining SAC.

6. Cafeteria

- We received an excellent response for volunteers in the cafeteria and can staff two volunteers per day for the rest of the year.
- The maintenance staff and cafeteria staff/volunteers have noticed that our students are leaving a mess on the floors and table at lunch time. It is a significant problem in the lunchroom. The SAC has asked Sr. Joanita to work

with the teachers at lunch time to ensure that the students are cleaning up after themselves. If things do not improve, the office will mention the issue to families via the Monday Minute.

7. Volunteerism at St. Ursula School

- A big thank you to Ginny S. for the wonderful Stewardship booklet that was distributed to all families. We received 55 responses. Ginny S. provided a comprehensive listing of all the volunteers for each committee and event.
- Committee chairpersons must contact these volunteers immediately via email or phone to let them know we appreciate the commitment and for the volunteers to look for more info in the coming months. Contacts should be made by October 2.

8. Clearances

- Sr. Joanita recently attended a meeting with the diocese and was told that all volunteers who work with children and have a chance to be alone with students need to have all their clearances. This includes teachers, staff, student teachers, aides, coaches, and field trip chaperones.
- A packet will be put together by the office to help families get the information they need to obtain clearances. (Susan M.) Clearances are good for five years. Families must foot the bill (around \$60) but can contact Sr. Joanita if the cost is prohibitive for their financial situation.

9. Finance Committee

- The 2008-09 school budget fell short by about \$47,000. The parish covered this shortfall from their operating account. The budget shortfall for 2009-10 will not be covered by the parish this year, however. They simply are not in a financial position to do it. This \$50,000 must be covered by additional school fundraising, additional income from higher-than-expected enrollment, collection of unpaid tuition from 08-09, and a reduction of school expenses.
- The finance committee will be working with the school office to publish a twice-yearly “financial progress report” to families. This will be a comprehensive listing of all aspects of a family’s school account – tuition, fundraising assessment progress, sports fees, and outstanding monies owed on fundraisers or cafeteria. The first report will be mailed to families with a letter describing the report.
- The finance committee is sponsoring a fundraising workshop for all families. The workshop will be towards the end of October, will last 1 hour, and will stress “free” fundraising such as scrip, POG, and bingo. Colleen R. volunteered to host a library get-together so that babysitting can be provided for families attending the workshop. Wine/cheese or other refreshments will be provided.
- Nicole S. would like to concentrate on attracting corporate sponsorship for many of the activities at St. Ursula School. We were able to successfully raise funds for the Lego Robotics League by approaching non-POG, non-Golf Outing companies that are good matches for the Robotics concept. Our families have many contacts in the business world and we should begin using these to our advantage.

10. Miscellaneous

- Home room parents will coordinate bingo volunteers and classroom parties. All families must adhere to new rules about the types of snacks and drinks that are allowed at parties. **Sr. Joanita to obtain information about Nutrition Group catering of party food.**

Next SAC Meeting: October 19, 2009 7pm