



St. Joseph School Advisory Committee
August 11, 2014 Meeting Minutes

Members Present: Sarah Haftarski, Janet Agnello, Tammy Charles, Tina Wagner, Carrie Schanen, Dori Dobrzynski, Danny Simacakowski, Robert Laplander, Jan St. Louis, Robyn Theriault, Father Kevin Mc

Absent: None

Meeting was called to order by Sarah Haftarski at 6:31 p.m.

Opening Prayer: Father Kevin

Agenda: Motioned by Sarah Haftarski. All approved. Motion Carried.

Visitors: None

Committee Reports

- Meeting Format: Discussed our meeting format.
 - Discussed prayer leader.
 - The importance of keeping Christ focused in the mission of our board meetings.
 - We will be aware of time schedules by following the agenda outline. If we need to extend a topic past its time limit we will look into other areas to discuss (additional meetings or subcommittees may be assigned).
 - Teacher Liaisons will alternate from the lower and upper grades. It was suggested that the teacher liaison speak to the teaching staff before attending the meeting to acquire any concerns or questions that they feel should be brought to school board's attention.
- Bylaws
 - Reviewed the Bylaws presented by Sarah Haftarski. Made revisions as a whole group. Sarah will be making the revisions and submit for approval.
 - Addressed codes of conduct during our meetings to ensure that we are aligned to follow the bylaws.
- Sub-committees
 - Reviewed the sub-committees listed in the bylaws. Discussed that all board members should decide on a sub-committee that they would like to be apart of for the school year.
 - E-mail Sarah Haftarski before next SACmeeting the sub-committee you would be interested in joining.

New Business

- Recruitment of parishioners:
 - Looking for up to 4 parishioners to join the school board this school year.
 - Discussed qualities we are looking for in new members; such as, educators or persons with a strong financial background.
 - Decision was made to approach parishioners that we feel would be an asset. E-mail Sarah with people who are approached. In addition we will place an ad in the bulletin.
 - NEED: Looking for a person to write this ad. Interested persons should contact Sarah.
- Leadership Training:
 - Sarah is in contact with a leadership trainer from Marquette who will come in to train the school board members on how to be effective and efficient in the school while staying in alignment with the Archdiocese. Goal date is SAC meeting in September.
- Secretary appointed: Tammy Charles



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- School Board Monthly Agenda
 - Please e-mail Sarah the Tuesday before the SAC meeting with agenda items you want added.
 - Sarah will have the agenda to all SAC members 3 business days before the meeting.

Old Business

- Parent concerns: Parents can attend the first 30 minutes of the SAC meeting with concerns. After 30 minutes the SAC meeting will be a closed door session.
- Communication: Discussed the approach that the school will take to communicate with parents for the school year. SAC suggested that Jan get out a letter before the school year begins as an introduction to the year which discusses all the new staff, new character education approach, and more.

Principal's Report

- 101 kids contracted to attend 2014-15 school year. 7 committed verbally. 5 unsure children. May have 1 more K-4 student.
- Discussed busing plan for Wednesday to ensure safety with our students while aligned with Mukwonago school day changes.
- Wi-fi is now available throughout the entire building.
- Financial committee is reviewing the purchase of chrome books for the school and will give a decision if the school will be allowed to make the large purchase.
- End of school survey will be compiled and sent to school board members before September meeting by Jan.
- Jan attended a character education workshop this summer to assist her in the character committee group for the 2014-15 school year. Character education and Catholic identity will be a large focus this school year.
- K-4 teacher looking into dates to have a before school picnic with new families.
- 4th grade teacher interviews are being set up. Goal is to have a teacher signed by Monday, August 18th.
- SAC members may be contacted to participate in accreditation interviews.
- Parent Town Hall meeting scheduled for September 11th. Discussed initiatives to promote attendance by all families.

Next SAC Meeting

- September 2, 2014
- 6:30-8:30

Closing Prayer: Father Kevin

Next Prayer Leader: Please contact Sarah before next SAC meeting if you are interested in being prayer leader for the next meeting. If no one contacts Sarah she will assign a prayer leader.

Adjourned at 8:30 p.m.