

St. Monica School Commission Meeting

January 11, 2017 6:30 p.m.

St. Monica School Library

In Attendance: Cara Acklin, Carrie Murphy, Eric Schommer, Gabe Bosslet, Jenny Milata, Hector Balladares, John Finke, Laura Skinner, Mandy Spitznagle, Mary Sanger, Scovia Kiwanuka

- I. Welcome and Prayer
 - Welcome 6:38 pm
 - Prayer led by Gabe

- II. Approve Old Minutes
 - Jenny motioned and John seconded, minutes approved

- III. Old Business
 - A. Parent-Student Expectation- No update
 - B. NWEA Parent Night- Eric
 - 2/6/2017 after Mass, 6:30pm
 - Bilingual orientation and explanation on NWEA results

 - C. Open House- Cara
 - Ad/flyer in the bulletin and website
 - Day of Open House- 1/29/2017
 - 11a-3pm
 - Announcement will be made after 10am Mass
 - Student/Parent greeters stationed at entrances and stairwells direct guests to St. Augustine Room
 - Welcome/greeter tables with information brochures and registration forms
 - Collect data sheet (name, address, phone #, email)
 - 5 min speeches (Father Todd, Eric Schommer, and Student Leader)
 - Serve coffee/water
 - Tours led by student/parent pair
 - 1 teacher per grade level in the classroom
 - All teachers will be available
 - Jessica S. and Iris B. will be in St. Augustine Rm
 - Student tour guide training 3-3:30 pm 1/23/2017- Carrie
 - Parent tour guide training (via email) or meet early morning the day of tour
 - Eric to send shortened tour guide points
 - Marketing signs finished and distributed
 - Pre-k/K brochure will be given by Pre-k/K teachers in classroom
 - Eric to distribute ad/flyer to Sunday school students 1/22/2017 – have On-My-

Way Pre-K and School Choice as options on the flyer

- Mandy to distribute flyer to JCC
- Possible distribution to Abacus and Center for Young Children at IUPUI
- Get a list with Parishioners with 4-5-year-olds - Mandy

D. SC visits- Gabe

- Visits tentatively scheduled for March, specific members would visit selected schools

IV. New Items

A. School Accountability grade- B

- Recognized and targeted specific student groups that needed extra support and student groups that needed academic enrichment support, morning and after school support
- Created a few teacher positions that worked with specific groups that needed extra attention during the school day, created smaller groups
- There was growth within the school and our pass rates increased

Process of continuing our growth:

- Continue the in- school small group process, before/ after school support, 2 days a week school tutoring, more enrichment clubs such as robotics and math pentathlon

B. Discipline Perception Survey- Eric

- Over 90% pleased with discipline
- Focus on clearly expressing our discipline policy and the bullying form
- Give an actual handbook for New Parents

C. Bylaws update- Gabe

- Review old and new and make recommendations for amendments as needed
- Summary of the overall differences will be sent
- Vote to change or adopt the bylaws before end of school year

V. Standing Items

A. Principal's Report- Eric

- 2017-2018 Calendar complete
- Teacher training about 2wks before school
- Spring break same as the other schools in the Archdiocese

B. Finance Report- Jessica

- Jessica absent
- Eric, Barb, and Jessica to meet this week on preliminary school budget

VI. New Business

- Have joint SC/PTO meeting with light agenda mid- February

Ex. family handbook brainstorming

- New member positions, for those leaving let commission know if re-discerning
- Bylaws
- Guideline on specific number of student fundraisers done in a school year
- After-care survey questions

VII. Teacher/Staff Appreciation- No Report

VIII. Closing Prayer - Led by Eric, 8:13pm

Next Meeting 2/1/2017 6:30pm in School Library