

Saint Francis Xavier School
School Advisory Committee Meeting Minutes
August 23, 2023
7:00 PM St. Francis School Library

Meeting called to order at 7:00PM

Members present: Adam Dobrowolski, Fr. Greg McCallum, Chrissy Swiss, Julie Plichta, Amy Wilson, Jayme Weir, Art Holszchu, Tim LaGasse, Kathy Coveyou

Absent: Jason Fate, Tyler Swiss

Father Gregory McCallum, Tim LaGasse – Opening Prayer, Pledge of Allegiance

Next Meeting – 10-18-2023

Agenda Item	Presenting Party	Info/Discussion	Subsequent Action Required	Responsible Party
Minutes of June 14, 2023 meeting	Tim LaGasse	Minutes reviewed. Approved by Tim LaGasse, 2 nd by Art H.	Minutes will be put on the website.	None
Communications - a. Letter from Father James b. SFX Video	Adam Dobrowolski	A letter from Father James was sent regarding how communication is done through the school and both Parishes (SFX and Holy Childhood). He wants to make sure a strong relationship is maintained and that we get information out to summer parishioners. The SFX video that was made has not been released, questions as to why.		Adam
Old Business a. Committee Updates 1) P T O	Amy	PTO will be providing popsicles at Open House. They will kick-off the next school year w/ Fun Run and Turkey Bingo both in the fall, no dates yet. PTO would like new families to volunteer with these events.. First PTO meeting is September 11, 2023 @ 8:00am. Questions about when the new Maypole (playground equipment) will be installed and when the train will be moved to the small playground. Need volunteers to install and remove equipment, possibly Vankalker. Doug Smith(?) There was a question about the Auction meeting joining the PTO meeting.	Adam approved	Amy

2) Auction	Adam Dobrowolski	<p>Tickets are being printed. Only 2 early bird drawings this year.</p> <p>The venue this year is at Gypsy Farms and the date is June 1st. They have already booked an auctioneer as well.</p> <p>A thought about renting out the wine tasting room, for possibly a VIP lounge. Seating for the event will be all indoors.</p>		Adam/Jayme																														
Father's Report	Father McCallum	<p>Father James will be doing mass on the 2nd Wednesday of every month for the first semester.</p> <p>There is the Priests' Convocation on 9/27. Deacon Paul will be covering mass and doing a Liturgy of the Word.</p>		Father/Adam																														
Principal's Report a. Finance	Adam	<p>22-23 parish subsidy \$368,993</p> <p>We are doing well with fundraising. The 2023-2024 fundraising budget is \$349,050. The budgeted subsidy for the parish is \$722,000. The 23-24 total budget is 1, 839,446.</p> <p>Deacon Paul went over salaries, benefits, and retirement for staff at SFX.</p> <p>Fundraising has helped out and offset expenses increasing for the next 3 years. Julie asked about setting our goal higher for fundraising.</p> <p>There was discussion about tuition and comparing it with GTAC. See below with the MONTHLY BASE TUITION (12-MONTH) – 2023/24 (updated 1/31/23)</p> <table border="1"> <thead> <tr> <th>GRADE LEVEL</th><th>K</th><th>1-5</th><th>6-8</th><th>9-12</th></tr> </thead> <tbody> <tr> <td>1st Child</td><td>\$600</td><td>\$692</td><td>\$733</td><td>\$858</td></tr> <tr> <td>2nd Child</td><td>\$458</td><td>\$525</td><td>\$567</td><td>\$658</td></tr> <tr> <td>3rd Child</td><td>\$392</td><td>\$442</td><td>\$475</td><td>\$550</td></tr> <tr> <td>4th/5th Child</td><td>\$125</td><td>\$125</td><td>\$83</td><td>\$83</td></tr> <tr> <td>Additional Child</td><td>\$42</td><td>\$42</td><td>\$0</td><td>\$0</td></tr> </tbody> </table>	GRADE LEVEL	K	1-5	6-8	9-12	1st Child	\$600	\$692	\$733	\$858	2nd Child	\$458	\$525	\$567	\$658	3rd Child	\$392	\$442	\$475	\$550	4th/5th Child	\$125	\$125	\$83	\$83	Additional Child	\$42	\$42	\$0	\$0		Adam
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		<p>It was brought up that families don't realize the financial aid that is there.</p> <p>The endowment fund was brought up and currently we have \$220,000 in the fund. We had a donation of \$10, 000 and The Northern Michigan Foundation matched the \$10,000.</p> <p>There was a question of if we have something in writing regarding the specifics of this and there is. The fund is currently set up as a general fund for the whole school. The school can't touch the principal until after 18 months. It was asked on the stipulations/rules on what the money could be used for.</p> <p>Finance council is still trying to push for having staff pay a portion of tuition. Deacon Paul talked about grandfathering the employees in but the new fiscal year has new hires pay \$500 for children's tuition.</p> <p>We often think of ways for the school to fundraise, but maybe look into ways the parish can help with fundraising. There's energy to help Brother Dan's, and energy to help support the school, but less to help the church.</p> <p>How can we transfer our energy, joy, youth, vibrance, and hope into the parish? We can work on our public identity to be one in the same with the parish.</p> <p>It was suggested doing a church picnic to help raise money for stained glass windows for example.</p> <p>We have an increase in our budget, mainly due to the increase in staff pay. The Tuition Angel is just under \$100,000. We also received two recent donations, \$8,000 and \$10,000, from alumni. These two donations will be used specifically for classroom use only.</p>		
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b. Marketin g updates	Adam Dobrowolski	Please see above about the SFX video.		Adam Dobrowolsk i
c. Personnel update	Adam Dobrowolski	<p>We have new staff: Nathan Jacques for Art (part time parapro), Nick Ralph for P.E.(part time parapro), Jennifer Smith parapro, and Lisa Rasmussen for Middle School Math (7th & 8th Advanced Math) Phylis Daily will be in the Library with Kathy Godfrey assisting.</p> <p>We now have Special Ed services for our students. One teacher for our older students and one teacher for our younger students.</p> <p>Maintenance has been working on our new Latchkey door. Archie is working on the glass work for the CDC area. We were quoted \$18,000 but with Archie doing it, it will be around \$7, 000. So we are saving a lot of money there.</p> <p>CDC and DK are now using FACTS management.</p>		Adam
d. School Safety	Adam Dobrowolski	<p>The 3M glass covering was done this summer.</p> <p>Tech updates: Howard Bates is the new director of technology.</p> <p>Surveillance cameras are to be installed.</p>		Adam Dobrowolsk i
e. Welcome Back Open House	Adam Dobrowolski	Welcome Back Open House at SFX is on Sunday, August 27, 2023 from 5-6pm. We will have our used uniform sale, all proceeds go towards Tuition Angel.		Adam Dobrowolsk i
f. New Family Orientati on	Adam Dobrowolski	<p>Question brought up, if there is a way to get a speaker to encourage families to volunteer. Randy Evans.</p> <p>A need to have more connection with new families. Possibly set up a partnership with another family.</p>		Adam

g. Uniform committee update	Adam Dobrowolski	<p>Discussion on how to minimize non-uniform days. It's a great incentive because it's easy and cheap, but is there something else we can do as an incentive? Question brought up about the SFX logo on polo shirts?</p> <p>Approved vote for the updated dress code policy. We will share this new updated version with families and also have copies printed for families to take at open house.</p>		Adam
h. Upcoming Calendar dates	Adam Dobrowolski	<p>School picture day September 14th & 15th</p> <p>Camp Daggett (MS) October 12th & 13th</p> <p>Parent teacher conferences October 19th (PTO providing dinner)</p> <p>(also mid Feb-March by appt)</p> <p>Enrollment @ 209</p> <ul style="list-style-type: none"> – 8th grade: 14 – 7th grade: 24 – 6th grade: 15 		Adam
i. Next Meeting		<p>Next meeting is October 18th Sep 19, 2023 7:00 PM</p> <p>This was Ashlee Niswander's last meeting as staff representative. Caroline Paulus will be taking over this position.</p> <p>Meeting closed at 8:54pm</p>		
j.				

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