

Saint Francis Xavier School  
School Advisory Committee Meeting Minutes  
Oct 18, 2023  
7:00 PM St. Francis School Library

Meeting called to order at 7:01PM by Jason Fate

Members present: Adam Dobrowolski, Fr. Greg McCallum, Julie Plichta, Amy Wilson, Jayme Weir, Art Holszchu, Tim LaGasse, Kathy Coveyou, Jason Fate, Tyler Swiss, Caroline Paulus

Absent: (none)

Guests: Chrissy Swiss, Becky Goodman, April Sanders

Father Gregory McCallum, Jason Fate – Opening Prayer, Pledge of Allegiance

**NEXT MEETING: Wednesday, December 13 at 7:00 pm in the school Library.**

Agenda Item	Presenting Party	Info/Discussion	Subsequent Action Required	Responsible Party
Minutes of August , 2023 meeting		Minutes reviewed. Approved by , 2 <sup>nd</sup> by <ul style="list-style-type: none"> <li>No discussion.</li> </ul>	Minutes will be put on the website.	None
Communications - Change in Petoskey Parking Meter Enforcement - guest attendees Becky Goodman and April Sanders (Petoskey Parking Directors)	Adam Dobrowolski	<ul style="list-style-type: none"> <li>Jamie shared an idea of possibly allowing parents to purchase a “sticker/pass” for pickup and drop off times for parents to use during the old “reduced enforcement” times of 2:45-3:15..</li> <li>Becky suggested the best way for everyone was for parents to purchase tokens.</li> <li>Some of the benefits our school community receives from parking meter profits are plowing in the winter, events to participate in the City, downtown flowers are purchased, holiday decorations, etc.</li> <li>Some concerns shared: we are close to the central business district of downtown; parents were interpreting the reduced enforcement times to include the other side of Michigan Street and both parking lots, but it was just for the school side of the street; parents could use the non-metered spaces on Howard, Waukazoo, and State—however those are already all used by staff or other downtown business owners early in the morning through later in the day—so this really isn’t an option for parents.</li> </ul>	The directors will share our concerns and suggestions at their next committee meeting, but they were not hopeful that it would pass the committee.	Adam
Old Business		<ul style="list-style-type: none"> <li>Fun Run raised over \$10,000!</li> </ul>		Amy

a. Committee Updates 1) PTO		<ul style="list-style-type: none"> <li>• PTO plans to purchase a “sports bin” for each class with various balls, chalk, and recess equipment, including Wall Balls.</li> <li>• A new Cheer Team started this week after two 5th graders asked PTO for a Cheer Team. There were 20 girls at the first practice. Jenna Lamerato is coaching. Some Fun Run money will be used to purchase t-shirts for the team.</li> <li>• Turkey Bingo is November 10. Voting for approval for a liquor license took place. Motioned by Tyler, seconded by Tim. 8 yays; 0 nays, 0 absent. All in favor, motions pass.</li> </ul>		
2) Auction	Adam Dobrowolski	<ul style="list-style-type: none"> <li>• 393 tickets sold so far.</li> <li>• October 15 was the first Early Bird Drawing.</li> <li>• Sponsorship packets are being worked on. Adam has sent his letter to Tony Lamerato.</li> <li>• The auction team has contacted 14 local florists to each donate two centerpieces for the gala. In return they will get advertising. So far seven have said yes—waiting on seven more.</li> <li>• Jenna Lamerato is heading the acquisitions team.</li> </ul>		Adam/Jayme
Father’s Report	Father McCallum	<ul style="list-style-type: none"> <li>• During Advent, Father plans to have Holy Hours at the church on Thursday evenings at 7 pm. There will be Adoration and Evening Prayer.</li> <li>• January 3 is the first school mass of 2024.</li> </ul>		Father/Adam
Principal’s Report a. Finance	Adam	<ul style="list-style-type: none"> <li>• Collections for September 2023 totaled \$59,906. August 2023 totaled \$66,498.</li> <li>• So far, there have been \$443,000 in expenses for the school.</li> </ul>		Adam
b. Marketing updates	Adam Dobrowolski	<ul style="list-style-type: none"> <li>• Adam shared a tablecloth design that has been purchased to be used by families when selling raffle tickets.</li> <li>• Grand raffle drawing will be in February 2024 during Catholic Schools Week. After, we will roll out the vehicle lease drawing through Jim Reihl’s family. Tim Bebbler is chairing this raffle. Currently they are looking</li> </ul>		Adam Dobrowolski

		<p>for businesses to host raffle sales for a few days or a week at a time. Tickets will be limited to 300 sold.</p> <ul style="list-style-type: none"> <li>Adam shared some designs for a backdrop we would like to purchase to help draw attention for the second raffle. The lease vehicle will be on display at the hosting business and the raffle drawing will take place at the Gala.</li> <li>Also an upcoming purchase is a monitor to place on the wall in the front entry area. This can be used for marketing and displaying upcoming events. It would be ideal for this to be seen from the road/sidewalk for people passing by.</li> <li>Updates to the website coming. Marketing committee would like to target alumni—we have started an alumni newsletter and also a place specific for alumni to come to donate.</li> <li>Suggestion was made to also include more recent alumni parents.</li> </ul>		
c. MCC insurance policy - van capacity not to exceed 8	Adam Dobrowolski	<ul style="list-style-type: none"> <li>Due to the change in passengers, the Harbor Springs runs have been revised.</li> <li>Currently the maximum number in band is 8, so we are good right now.</li> <li>Lynn is looking into alternative insurance options for the parish vehicles.</li> </ul>		Adam
d. Campus Beautification	Adam Dobrowolski	<ul style="list-style-type: none"> <li>Security items will be purchased first, then funds will go towards campus beautification.</li> <li>Some beautification areas include the staff lounge—paint and furniture, outdoor landscaping, signage, power washing the building, and the 4th Floor bathrooms. Funding for the bathrooms could also come out of the Fund the Need.</li> </ul>		Adam Dobrowolski
e. Vocations Week - Nov 5-11	Adam Dobrowolski	<ul style="list-style-type: none"> <li>Adam has ordered prayer cards with the current seminarians for older students. All classes will receive a poster with the seminarians.</li> <li>Fr. Ben Rexroat is the diocesan vocations director. He is scheduled to concelebrate the school mass on</li> </ul>		Adam Dobrowolski

		<p>December 20. Afterwards he will visit 4th through 8th grade classrooms.</p> <ul style="list-style-type: none"> <li>Ashlee will be making a collection of suggested library books for Vocations Week for students to read.</li> </ul>		
f. Parent Teacher Conferences	Adam Dobrowolski	<ul style="list-style-type: none"> <li>Thursday, October 19.</li> </ul>		Adam
g. Camp Daggett Recap	Adam Dobrowolski	<ul style="list-style-type: none"> <li>Parent help with transportation and meals was great!</li> <li>Student Council did a great job organizing and planning afternoon activities!</li> </ul>		Adam
OTHER QUESTIONS/ COMMENTS:		<ul style="list-style-type: none"> <li>Doorbell is installed on a wooden block outside of the cafeteria.</li> <li>Question re: the firewall—is it blocking students searching inappropriate images? Why are they still using Google vs. Kiddle? A: Adam explained one instance of a student looking up an image on another student's computer. That has been dealt with. Staff were unaware of any other incidents. This happened the first week of school and parents were fully supportive. Also, even if staff direct students to go through Kiddle, they can still navigate to any other search engine.</li> <li>Question: How long is lunch? A: 20 minutes of recess and 20 minutes of eating.</li> <li>Q: Status of water fountains and why they are wrapped in plastic bags? Instead, could we put nicer looking signs that say “Out of Order” and/or remove the fountain head or handle?</li> <li>Q: Why is the girls basketball team only playing two teams? A: It takes two to schedule. We’ve had a very hard time scheduling without being affiliated with a high school and having built in opponents. Other schools we’ve played in the past either would like to play both a 7th and 8th grade game and/or have their schedule already full.</li> <li>Q: Wondering about security at mass? A: Fr. Greg said he’s always scanning and trying to see who is walking in</li> </ul>		

		late and keep his eyes on people entering. On the weekend it can be easier with ushers and greeters. Adam has shared each year with Petoskey Public Safety our mass times so if any officers have time during mass to park outside the church. He will also discuss with Ben Carlson, school resource officer.		
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**NEXT MEETING: Wednesday, December 13 at 7:00 pm in the school Library.**

Father Greg led a closing prayer.

Meeting adjourned at 8:58 pm