



305 Fredonia Ave
P.O. Box 250
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Email: dscs.schooloffice@gmail.com
Website: www.divinesavior.weconnect.com

DSCS Advisory Commission Meeting Minutes

February 13, 2024 – 6:30 p.m.

Opening Prayer read by all at

Mission Statement

Accounting of Members Present – Lynn Sauer, Tim Dubey, Jessica Eischen, Janine Morano, Kati Dimmer, Lisa Fellenz, Hal Steffen, Kent Schueller, Lora Schroeder, Vicki Malueg, Hannah Shiningier

Approval of November 2023 minutes (email sent in February)

Principal Report-February 13th, 2024

WCSA Goals Update

- New goals COMING SOON based on accreditation visit.

Accreditation Self-Study

- We have four goals, one for each domain, due by June 1st. Our Leadership Team will be working on these goals.

Academics

- We are working on ordering items from the Love One Another grant to help enhance our Arts Enrichment program.
- Iowa Basic Testing will be March 4th -18th - Grades 3,5,7

Staff Professional Learning Community (PLC)

- Our current staff initiatives are: Mindfulness for students and staff, standards based grading and aligning assessments to the standards, providing varied faith and prayer experiences for all of our students
- We will be continuing our video training on Conscious Discipline. Conscious Discipline is a leader in classroom management and provides a transformational, whole-school solution for social-emotional learning, discipline and self-regulation.

Building & Grounds

- The steeple repair is complete.
- Tim Dubey has been managing the small projects around the building and keeping things in good order. There are no major projects right now.
- We will be writing for a grant from the Bruce Krier Foundation. The playground committee is working on a plan.

Personnel

- Jennifer Thill & Jeff Sauer will be working together to cover Mrs. Diederich's maternity leave.



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- Jennifer Thill, Lynn Sauer, Jenna Schueller, Jeff Sauer & Terri Riesselmann will be covering Anna Anhalt's maternity leave.
- Will Stemwell has joined our team to help with lunch & cleaning.
- Jenna Schueller is back to help cover our cleaning staff and to offer support in extended day.

School Safety

- We did not get a fire drill in December. We are planning to do an extra fire drill during February.
- I heard back from the grant from the Archdiocese to help cover the cost of new interior safety doors. We were not selected for this grant.

Marketing

- Birthday Cards: 5 cards- \$3.00
- Baptism Folders: 0 folders

Mission & Catholic Identity

- This year we are focused on our theme: God Fills Our Hearts. Each month we will highlight a new way that God does this for us. During the month of September we focused on the LOVE that God fills our hearts with. During October we focused on KINDNESS & in November our focus was on GRATITUDE. In December JOY was our focus. In January we were HOPEFUL. This month we will focus on allowing God to fill our hearts with FORGIVENESS.
- We participated in an All School Adoration on January 24th. Our students were very prayerful as they spent some special time with Jesus.
- We had a wonderful Catholic Schools Week! We had a good turn out at the Mass at Holy Cross & at Our Lady of the Lakes. We had a great time celebrating how DSCS makes a difference.
- We had our 5th Rosary Club meeting on February 8th Mrs. Riesselmann did a wonderful job as always!
- Our Sponsor a Classroom & Day of Giving fundraisers were very successful this year! We collected \$6,005 for Day of Giving & over \$9,000 for Sponsor a Classroom.
- We were able to collect over 100 jars of peanut butter & jelly for the Port Washington Food Pantry.
- Our theme this year for Lent is We are Not Left in Darkness. We will be placing seven candles in our worship space. The candles will represent each week of Lent and each candle will be connected with each of the seven final statements which Christ said on the Cross. Each week we will extinguish a candle, but no worries, we will not be left in darkness. The light of Christ will shine through when we reach the end of our journey and we are once again able to celebrate the Risen Christ!
- On February 8th we had a palm burning ceremony. The burnt palms will be our ashes for Ash Wednesday.

Enrollment for 2024-2025 School Year:

Returning/New Student

Aug. – 102, Oct. – 103, Nov. – 104, Jan. – 105 = 105

Not Returning 17



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New Families 8
Undecided/ No Response 14
Families 62

Committee Reports:

Committee: Scrip
Date: 2/12
Summary of Events/Subcommittee Meetings: Put together a mid year summary for families. I need to get them in next week's Monday folders. Worked on better communication and organization
Topics Needing to be Discussed at Advisory Commission Meeting: None
Financial Report: January On Hand inventory: \$10,593 PO Total: \$11,588 Sales Total: \$13,640 Profit: \$493 Checkbook Total: \$2,655
Upcoming Plans/Committee focus: Branching out Put new financial tracking in place. Will now give receipts when cash is paid. Will bundle all paperwork for a deposit together with the deposit slip. Got deposit slips that will allow for copies to be made when filled out. Working on getting online bank access. Will print out online payment history and keep with the month's deposits. The 3 of us were not able to make the breakfast Sunday to sell. Janine has offered to take it with her if we can't do it in the future. Cleaned out files in the Scrip closet and organized things/re-labeled for easy finding and filing. Would like to get a different "box" for the Scrip cards. The folders don't reach across so they flop around and get beat up.



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Committee: R & R
Date: February 2nd, 2024
Summary of Events/Subcommittee Meetings: We met on January 10th. We planned the Day of Giving & discussed Classroom Wishlist and Catholic Schools Week plans. We will not be holding a spring event for the Endowment. The Hoopsmania fundraiser will support the Endowment this year. Our committee will then reevaluate and work on a new fundraiser moving forward.
Topics Needing to be Discussed at Advisory Commission Meeting: None at this time
Financial Report: Day of Giving raised: \$6,005 Sponsor a Classroom Raised: \$9,665 Birthday Cards: 5 for \$3.00
Upcoming Plans/Committee focus: New Endowment Event for 2024-2025 school year

Committee: Fall Event
Date:
Summary of Events/Subcommittee Meetings:
Topics Needing to be Discussed at Advisory Commission Meeting:
Financial Report: Matching Fund check came in at \$2,400. Lynn is inquiring why it wasn't the full \$5,000. Donations may have been down at Arch that they use for matching funds
Upcoming Plans/Committee focus:



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Committee: Fish Fry
Date: 2/12/24
Summary of Events/Subcommittee Meetings:
Topics Needing to be Discussed at Advisory Commission Meeting: Na
Financial Report: Na
Upcoming Plans/Committee focus: Na

Committee: Mandatory Fundraiser- Calendar of Cash
Date: 2/4/24
Summary of Events/Subcommittee Meetings: Raffle winners being drawn through March 28th.
Topics Needing to be Discussed at Advisory Commission Meeting: No new information.
Financial Report:
Upcoming Plans/Committee focus:

Committee: DS Parish Council
Date: 2/4/24
Summary of Events/Subcommittee Meetings: -Outreach committee will be doing a Coffee with Christ event on 2/11 after mass with the school's donut Sunday. -Prayer and Worship committee will have a safety meeting for all sacristans -Holy week masses-need 4 to 5 readers for Holy Saturday



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- Holy Thursday at OLL
- Good Friday at Holy Cross
- Holy Saturday-both
- Easter Sunday- 8:30 OLL; 10:00 Holy Cross
- Ash Wednesday 8:30 mass with the school kids will be at OLL; evening mass at Holy Cross
- Deanery-next meeting April 8
- Church picnic-Saturday June 15 after 4:30 mass
- NEED volunteers to head up the picnic and committees-Chair Mary Navis may need to drop out. Co-Chair JoAnn K
- Terri S to call the park in Belgium to secure the park site
- Parish Directory- sign up to get your pictures taken!
- Need more parish council members- we have 3 parish council slots completing their term, some may re-commit, but 1 spot is definitely open.
- Lenten soup series- dates are March 5, 12 and 19 at OLL, starts with mass at 6pm, soup and bread, and then a talk

Topics Needing to be Discussed at Advisory Commission Meeting:

Parish Directory - sign up if you haven't yet
Church Picnic

Financial Report:

Ceiling at St Rose -bid is \$8,000 and is covered by insurance.
Roof on St Rose is done, parking lot now accessible

Upcoming Plans/Committee focus:

Next Parish Council meeting is March 25 at Holy Cross (Subcommittee meetings at 6pm, joint council at 7pm)



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Committee: OLL Finance Committee Representative
Date: 2/6/24
Summary of Events/Subcommittee Meetings: No Finance meeting since our last check in
Topics Needing to be Discussed at Advisory Commission Meeting:
Financial Report:
Upcoming Plans/Committee focus: 2-3 members will be needed for council Lent Soup Series @ OLL March 5 th , 12 th and 19 th Getting a group together of all ministers for conversation (cluster parish)

Committee: PtA
Date: 2/6/24
Summary of Events/Subcommittee Meetings: Last met on 1/16. Reviewed fundraisers so far, and our upcoming events; Fish Fries, Read a thon, Craft Fair, and Flower Sale. Chairpersons secured for all events. Getting a nice amount of vendors signed up for the Craft Fair, and seem to be on track to meet fundraising goal. Amanda Watry has expressed interest in taking on Treasurer for next term. Jodi Juhre and Angie Mueller have stepped up to take over teacher appreciation for the remainder of this school year.
Topics Needing to be Discussed at Advisory Commission Meeting:
Financial Report: Ending balance: \$34,565.12 (all calendar raffle paid out and Feb payment)
Upcoming Plans/Committee focus: Fish Fries and Craft Fair Flower Sale using Bemis May 10 th pickup

Committee: **Technology**

Date: February

Summary of Events/Subcommittee Meetings:

Things worked on this month

- Registration forms for next school year built and published in Option C
- K5 teacher computer - keyboard and mouse problem fixed
- AIMS testing - Winter session. Login issue with Mrs. Doherty
- Fixed locked iPad
- Evaluate and replaced 3 student headphones
- Dealt with issue of locked login for Rosemary Haskey
- Writing prompt data/rubric update
- Softchoice license renewal -
- Printer ink cartridge order and install - Color printer in Parish center and printer in the computer lab
- Weekly powerpoint
- Continue working on some of our new curriculum, online portion. Mystery Science is working- getting weekly updates, Generation Genius (science) is working, Foss Science -Think Link is still being worked on. Bridges Math is working.
- Future projects - update inventories, new Chromebooks, Computer lab with changes, getting rid of old computers/monitors.

Topics Needing to be Discussed at Advisory Commission Meeting:

Financial Report:

Upcoming Plans/Committee focus:



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Old Business:

- No old business

New Business:

- Playground Plans: Mrs. Pierson heading up the project. Working on a layout. Will still include playhouse and music wall. Refurbish the fire truck.
 - Replace the basketball hoops? Where would we go with those?
 - Will need to expand existing playground on west side all the way to the fence to the south.
 - Topic of rubber mulch brought up by Hal and Kent.
 - Lynn wrote grant for playground
- Calendar for 2024-2025 – proposed calendar put in handout at meeting
 - Start Date: August 26
 - Days Off:
 - August 30
 - September 2
 - October 4
 - January 20
 - Thanksgiving: November 27-29
 - Christmas: Dec 23 – Jan 1
 - January 17
 - February 14
 - Spring Break: March 24-31
 - April 18
 - April 21
 - May 26
 - Last Day: June 4
- Attendance questioned by Hal, what was last years attendance? 122 students, 76 families
- Check in meeting in March, In person meeting April 9th

Closing Prayer read by all at 7:35 p.m.

Motion to Adjourn: Jessi 1st Janine 2nd



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Current Terms for 2023-2024 year:

Lynn Sauer – Principal

Vicki Malueg – Staff

Jessica Eischen – OLL & School Representative – Term 2018-2021 (1st term) –
2nd term July 2021 - 2024

Tim Dubey – School Representative- Advisory President – Term 2018-2021 (1st
term) – 2nd term July 2021 - 2024

Brady Bemis – OLL Finance Representative – Term 2021-2024 (1st term)

Kent Schueller – School Representative – Term 2019-2022 (1st term), 2nd term 2022-2025

Hal Steffen – School Representative – Term 2020-2023 (1st term), 2nd term July 2023-2026

Andy Paulus – Fish Fry Chair

Lisa Fellenz – Advisory Secretary/Fish Fry (1st term 2022-2025) – last year

Cathy Cuppan – PtA Treasurer 2019-2022 (1st term) 2nd Term PtA Treasurer 2022-2025 –
last year

Janine Morano- PtA President 2023-2025 (1st term)

Nicole Klintner – PtA Secretary Term 2023-2025 (1st term)

Lora Schroeder- Divine Savior Pastoral Council - Term 2022-2025

Jacob Bierenbaum – OLL Representative – Term 2021-2024