

DSCS Advisory Commission Meeting Minutes

October 10, 2022 – 6:30 p.m.

Opening Prayer read by all at 6:36

Mission Statement

Accounting of Members Present – Vicki Malueg, Lora Schroeder, Lisa Fellenz, Cathy Cuppan, Hal Steffen, Kent Schueller, Deb Hamm, Lynn Sauer, Tim Dubey

Approval of September minutes: over email with change to Scrip balance

Principal Report: October 10th, 2022

WCSA Goals Update

- 3.2 (current goal) Through the accreditation process it became clear that we offer numerous spiritual experiences for our students; however, we do not offer organized retreats. It is a goal of DSCS to offer planned and organized religious retreats for students. 3.2 was a benchmark that was met, but we would like to improve upon this to better enhance the spiritual experiences offered to our students.
- 4.2 (Current goal) We have noted that only a small number of our school families attend Sunday Mass on a regular basis. 4.2 was a benchmark that was met, but we would like to improve upon this to better support our parents as the primary educators of their children in faith.
- 5.6 - (Current goal) We have an established Education Committee, a supportive Parish Council, and a well-organized Learning Support Team. Improvements can be made in training, formation, and self-evaluation of committee members.
- 7.3 (current goal) Through the Accreditation process it became clear that we do not have a formal curriculum review process that includes 21st century learning skills and what they look like in each grade level and subject.
- 8.4 (current goal) It has become clear that we need to provide regular opportunities for faculty to validate assessments for reliability and provide professional development for faculty and professional staff on how to differentiate assessments to measure learning.
- 13.2 - (Current goal) We do not have a formal enrollment management plan.

Accreditation Self-Study

- We have begun our self-study year. Our Leadership Team attended our first zoom meeting with the Archdiocese on September 20th. The Leadership Team will meet again shortly to set the review schedule for the year.
- Our entire staff met on September 21st to discuss initial steps in the self-study process.
- We have two staff members, Jenn Walter & Anna Anhalt who will be serving on an accreditation team in November. They will be reviewing another Catholic school in the area. This will help us learn more about the process.

Academics

- We completed our first rounds of AIMS testing in mid-September. We will use the results to help inform instruction.
- We are so excited to be able to add Band to our curriculum this year. Mollie Preston, our new music teacher, is able to teach our students some specific instruments. Band began Oct. 4th.
- I have applied for a Catholic Community Foundation Grant to help add more resources to our Fountas & Pinnell reading program. We will hear back about the grant in January.

Staff Professional Learning Community (PLC):

- Our current staff initiatives are: Mindfulness for students and staff, standards based grading and aligning assessments to the standards, curriculum work, providing varied faith and prayer experiences for all of our students, Emergency Operations Plan work and Community Connections.

Building & Grounds

- Tim Dubey has been managing the small projects around the building and keeping things in good order. New blinds were installed in the middle school ELA room and put together items from the play based grant.

Personnel

- We are in need of a part-time staff member for our extended day program.
- We were able to hire a part-time cleaner!
- Mrs. Pierson is back!
- We are working on finding a long-term substitute for Mrs. Schommer's maternity leave.

School Safety

- We held our first fire drill of the school year on September 30th. We had great exit times.
- Our staff took part in ALICE training on September 14th. This was presented by the Ozaukee County Sheriff's Office. We did record the training and staff who could not attend were required to watch it and respond.
- On September 14th we tested our WAVE alert system.

Marketing

- Birthday Cards: 10 cards sent \$5.80
- Baptism Folders: 1 packet set \$2.64
- Facebook postings
- Bulletin stuffers for upcoming events

Mission & Catholic Identity

- Our school theme this year is God Can Move Mountains. This month we will focus on how we can use kindness to help move mountains this year.
- On Thursday, October 6th we hosted officers from the Ozaukee County Sheriff's Office at Mass. This is part of the Faith & Blue program. Father Pat did a blessing and the officers stayed after Mass to visit with our students.
- Our 2nd grade class is taking the lead on a "Socktober" collection. They will be collecting socks for those in need. This collection will last all of October. Their goal is to collect 100 pairs of socks. This is a student led project. All socks will be donated to the Mr. Bob's Under the Bridge organization.



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- Our DSCS school family will be helping to support one of our 4k students who has just been diagnosed with Leukemia. We are all praying for Cole Janke and his family. Classrooms will also be putting together baskets for Cole to keep him busy. Each of our classrooms will be reaching out to let families know how they can help.
- Our September food pantry collection was a huge success! Thank you to all who donated. The middle school service committee wrote some great announcements to remind students to bring food.
- Mark your calendars for our Catholic Schools Walk on October 15th. Our theme this year is Walking with the Saints. We hope to have students, parents and cluster parishioners join together to celebrate Catholic education and help raise money for the school.
- Be sure to get your trivia team ready for our first ever Smarty Pants Trivia night on October 22nd.

Enrollment for 2022-2023:

Returning/New Student 116
Divine Savior Parish Members 45
Our Lady of the Lakes Parish Members 38
NON-Members 33

Committee Reports:

Committee: Scrip
Date: 10/10/22
Summary of Events/Subcommittee Meetings: We had about 5 new families add the app! Word is finally getting out!
Topics Needing to be Discussed at Advisory Commission Meeting:
Financial Report: Month of September Total Sales: \$20,130.00 Total Profit: \$643.75 Total PO: \$5,687.25 Inventory on hand: \$10,973.00
Upcoming Plans/Committee focus:

Committee: R & R

Date: October 3, 2022

Summary of Events/Subcommittee Meetings:

Social Media by Jenn to highlight online auction, Walk/Trivia, Trunk or Treat/ Fall Festival, Donut Sunday, October 9th, Class projects, Class Mission Statements, Spanish, Music, Gym, Band, Early Childhood Grant, Girls Volleyball games

Discussed Surveys - types needed, possible questions, etc., Surveys will go out in January with incentive to get it done, Fall survey will wait due to Accreditation. Thinking of doing. New Family specific survey

New Business- Attention to new families, Classroom dojo, Remind App

Create a remind app group, New family meeting- Explain what the Remind App is

Working Business- Created a "To Do" list and set timelines. Plans for our Year - Finding a balance between recruiting events and retaining events

Parent Meeting before the PtA meeting, Toast to the New Years (social) in January, PtA meeting in January will have Fish Fry sign ups

Upcoming Business-Catholic Schools Walk, Day of Giving Plans for Catholic Schools Week & Sponsor a Classroom, CSW Plans for each Sunday of the month to promote the school

Additions- Cards for a Cause, Boxes of 30 cards for \$30 -40 or 50% of every box sold Jennifer Tadeo will get us more information

Movie Night-Talks about bringing it back, Movie at Holy Cross

Sponsor a T-Ball team

Celebrate Fredonia- Fun before the 4th parade

Topics Needing to be Discussed at Advisory Commission Meeting: None this month

Financial Report: No expenditures this month

Upcoming Plans/Committee focus: Catholic Schools Walk & Online Auction

Committee: **Fall Event**

Date: October 2022

Summary of Events/Subcommittee Meetings:

1. Bar - Angie Kellar- Jennifer Paulus has gotten us a deal on beer and all the wine will be donated, some soda donated and water will be purchased
2. Food- Jessi Eischen & Sarah Lapinski taking the lead with 3 food stations
3. Online Auction with classroom items & other things- Nicole Kliner & Jenn Walter - Classroom projects and other donations are coming in
4. Invites and Reservations -HollyMasengarb- Reservations are coming in. As of October 1st we had 45 people registered.
5. Sign up genius link went out- Holly Masengarb
6. Donations - Lisa Fellenz - \$4,700 so far (we covered the winnings of the calendar raffle plus some)
7. Trivia Master & MC- John Schimberg & Brad Preder
8. Welcome Packet Information is almost complete - Lynn Sauer



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9. Table decorations are underway as well as event decorations- Lynn Sauer
10. Welcome Table & Checkout- Keri Koepke & Janine Morano
11. Trivia Night Games, Raffle & Event Auction- Cathay Cuppan & Lisa Fellenz

Topics Needing to be Discussed at Advisory Commission Meeting:

Financial Report:

Bar- \$64.00 in beer to be reimbursed to Jennifer Paulus

Upcoming Plans/Committee focus:

Meeting again to confirm tasks and get the evening planned out

Committee: **Fish Fry**

Date: 10/3/22

Summary of Events/Subcommittee Meetings: Nothing New

Topics Needing to be Discussed at Advisory Commission Meeting:

Financial Report:

Upcoming Plans/Committee focus:

Committee: **Mandatory Fundraiser- Calendar of Cash**

Date: October 10th, 2022

Summary of Events/Subcommittee Meetings:

Tickets are in and sorted - they will go out in family folders

Topics Needing to be Discussed at Advisory Commission Meeting:

Financial Report:

Upcoming Plans/Committee focus:



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Committee: **DS Parish Council**

Date: 10/4/22

Summary of Events/Subcommittee Meetings:

Eucharistic revival Kick-off Sunday Oct 22 8:30-3:30-The Archdiocese of Milwaukee is participating in the three year National Eucharistic Revival, called for by the U.S. Conference of Catholic Bishops. Revival preparation day on Saturday Oct 22 at the Mary of Mother of the Church Pastoral Center (in St Francis), Contact Deb if interested.

Faith Formation of Families (with school and religious ed students) update:

- Organized trips (Holy hill on Oct 21)
- More focused hospitality
- Sports activities
- Godparent initiative
- Catholic playgroup

Parish council training opportunities were shared

Divine Savior will have an annual update meeting for the whole parish in January, like the one that OLL holds in November

Starting planning for Church picnic (June 25, 2023)- will need new chair and committee

Lenten Soup and Reflection series-2023-Committee is Mary Navis and Natalie Buchtrop

Topics Needing to be Discussed at Advisory Commission Meeting:

In January we will be doing a meal after mass/possibly combine with the Catholic Schools breakfast January (29th)

Java with Jesus or Coffee with Christ will be held in February along with Donut Sunday

Financial Report:

Love One Another campaign is wrapping up

Upcoming Plans/Committee focus:

Next Parish council meeting is November 28

Committee: **OLL Finance Committee Representative**



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Date: No meeting since the last advisory meeting, next meeting is October 27th
Summary of Events/Subcommittee Meetings:
Topics Needing to be Discussed at Advisory Commission Meeting:
Financial Report:
Upcoming Plans/Committee focus:

Committee: PtA
Date: 10/7/22
Summary of Events/Subcommittee Meetings: Last PtA meeting was on September 13, 2022 Events planned are- <ul style="list-style-type: none">• Catholic Schools walk, Online Auction, Calendar of Cash, Fall Event (Trivia)
Topics Needing to be Discussed at Advisory Commission Meeting:
Financial Report: Balance in Checkbook: \$37,649.52 Checks to be written: \$9.94. for supplies for auction, \$64.00 for beer for trivia night, \$220.00 for printing of calendar raffle tickets and a \$500 deposit came in for a sponsorship
Upcoming Plans/Committee focus: Next PtA meeting is scheduled for January 12, 2023

Committee: Technology
Date: October 2022

Summary of Events/Subcommittee Meetings:

- Step one of installing the new WiFi Access points... Plugged into the system, verified set up information, verified POE usage.
- Tweaks to Computers in the computer lab with Office and CAD installations
- Student changes off all necessary apps (Option C, data update forms, Aims. etc...)
- 2 new students on all necessary Apps K3 (Option C, data update forms, Seesaw, ESGI, etc...)
- ESGI - Change the license amount to accommodate 2 new K3 students
- Worked with Terri S. on App payments for some license that need to be renewed
- Replaced student chromebook that was acting up for middle school

New Business:

- Reflected on Mission Statement as a group:
 - We agreed and discussed that the environment fostered learning. There was discussion about Catholicism vs Lutheran, with a comment being made about wording being changed to “Christian” values.
 - As a school, it was noted that we are including the parish and OLL in our cluster.
 - With students being active in mass readings, food donations and other activities, they take on leadership roles to enhance their future.
- Board & Board Member Reflections
 - Send in your Plus/Delta Sheet – take home sheet and fill out and send to Lynn. We will go through at the next meeting.
- Goal Setting for the 2022-2023 school year
 - Fill out the goal setting sheet and bring to next meeting.
- The playground was talked about where some of the equipment needs to be repaired or replaced. Tim and Lynn were going to show Hal and Kent some of the items needing fixed. Together they can work up some ideas on how to improve the playground areas.
- It was mentioned that bringing back the parade for Veterans Day would be a great idea. A lot of people enjoyed that last year and it was great getting the community involved as well. It was discussed that mass could be moved to a later start time to accommodate the parade.

Closing Prayer

Meeting Adjournment: 7:55 p.m.

Kent Schueller 1st motion, Lora Schroeder 2nd



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Current Terms for 2022-2023 year:

Lynn Sauer – Principal

Vicki Malueg – Staff

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

Tim Dubey – School Representative – Term 2018-2021 (1st term) – 2nd term would begin 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)

Andy Paulus – Fish Fry Chair

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

Cathy Cuppan – PtA Treasurer 2019-2022 (1st term) 2nd term would be 2022-2025

Sarah Speck – PtA Secretary Term (2021-2023)

Keri Koepke – PtA President 2022-2025 (1st term)

Lora Schroeder – Divine Savior Pastoral Council Term 2022-2025

Jacob Bierenbaum – OLL Representative – Term 2021-2024