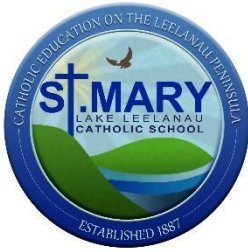


**School Advisory Council Meeting Minutes
Thursday, August 20, 2020**



The meeting was conducted under the tent on the school grounds to allow for proper distancing. The meeting was called to order by Mike at 5:39 p.m., and then Fr. Bryan led us in prayer. (Note: The meeting was originally scheduled for the cafeteria, so some members were excused in order to meet the limit of 10 participants.)

Voting Members in attendance: Anne Grant, Amanda Kohler, Peter Morio, Gretchen Mork, Cory Schaub, and Michael Wiggins. **Absent:** Jill Butryn, and Kelly Mitchell.

Administration, Teachers and Guests in attendance: Fr. Bryan, Megan Glynn, Paula Korson, and Nick Papes.

1) Approval of Minutes

- a. The meeting minutes of June 24, 2020 were approved. A motion by Anne and seconded by Amanda. The minutes were approved unanimously.

2) Council Notes

- a. The remaining school year SAC meeting dates were noted: Oct 22, Dec 10, Feb 11, Apr 22, June 17.

3) Unfinished Business

- a. Laura Tarsa has submitted her application to become our newest SAC member. Father Bryan will schedule an interview with her soon.
- b. Paula indicated that she is aware of another interested Council member.
- c. We are still in need of a scribe for our meetings.
- d. A discussion ensued about volunteer tutors. The Council had addressed this issue in previous meetings. Volunteer tutor Frank Carrico has been in contact with Megan and Nick. Math tutoring has taken place with students. COVID guidelines restricts visitors in the school, but still allows for off-site or virtual tutoring.

4) New Business

- a. The Council approved the annual membership resolution with the MHSAA. A motion by Peter and seconded by Anne. The resolution was approved unanimously.
- b. A discussion regarding the establishment of an ad hoc committee to address parent surveys ensued. The Council as a whole will establish survey questions by the December meeting, and disseminate the survey for Catholic Schools week (February).

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- c. The Council approved (motion by Peter and seconded by Gretchen) a St. Mary Gmail for each SAC voting-member. The email contact will be placed on the school web site making us more available for parents.
- d. As a result of Megan's report below, a discussion on student retention was held. The Council wanted to take a more active role in contacting new student families and inquire as to their experience so far at St. Mary.
 - i. Prior to the October meeting, Megan will provide the administration's outreach so far, and contact information for new student families.
 - ii. Councilmembers will then make additional follow up with those families.

5) Standing Agenda

- a. Committee Reports
 - i. Principal – Megan. A written report was provided by Megan. Megan highlighted the new hires, the progress in the enrichment classes, our Return to School Plan, some minor changes to the grading scale, and some tentative information about the Title IX coordinator position. Megan's full report is included with these minutes.
 - ii. Athletics – Nick. A written report was provided by Nick. Nick began by announcing that all fall sports, sans football, are approved to proceed. In fact, a tennis match was held this date. Football will be moved to the spring and the existing spring sports schedules will be compressed. Nick's full report is included with these minutes.
 - iii. Development – Paula. A written report was provided by Paula. Paula highlighted the 23rd Annual Golf Classic to be held on September 26, and the Annual Auction. The Auction discussion addressed several possibilities including: A week long bidding on silent items and a virtual Live Auction. Having House Captains or Room Captains and utilizing classrooms and SMART Boards. Solicitors for seeking donations will be required. Paula's full report is included with these minutes.
- b. Pastor – Father Bryan
 - i. Father highlighted the recent increase in enrollment inquiries, and the increased donations for our Enrichment Classes. However, we haven't reached our goal yet (\$130,000.00).
 - ii. Father acknowledged that we are going through very difficult times as a parish and school. Developing a plan to go back to the classroom has been challenging and not without lack of consensus.

He then emphasized the necessity of obedience to the Bishop. Father is required to be obedient to the Bishop, and we as School Advisory Council members need to be obedient as well.

Our Council meetings is where we can voice our disagreement and alternatives, but not in public.

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6) Meeting Review

- a. Comments | Questions
 - i. Peter asked the question, “What do we do as the SAC? He felt, as did others, that we as a Council should be more involved and active. He cited, as an example, how it is the SAC responsibility, with diocese guidance, to provide a performance evaluation for the school principal (Bylaws, Section 2.2, Purpose).
 - ii. Mike reminded everyone how previously scheduled SAC diocese training, outlining our duties and responsibilities, was canceled twice (November snow storm and March COVID). This was a set back in our training. Frank Sander wants to reschedule the training when possible again.
- b. Assignments for Action
 - i. Father Bryan to interview Laura Tarsa for Council membership.
 - ii. Paula to invite perspective SAC member to complete an application.
 - iii. All concerned need to continue to search for a scribe for or meetings.
 - iv. SAC members to establish parent survey questions by the December meeting.
 - v. Administration to establish Gmail accounts for voting-members.
 - vi. Administration will provide new student family information to SAC voting-members for timely follow up.

The meeting ended at 7:14 p.m. The Council then prayed the Memorare.

Next Meeting: **Thursday, October 22, 2020**. Time and place to be determined.

Reports Due in October: **High School | Enrollment | Fundraising | Senior Mission Trip | Spiritual Emphasis.**