

Sacred Heart School Commission Meeting
November 13, 2019

Present: Karen Reinke (Chair), Pauline Kenny (Vice-Chair), Heather Bradford (Health and Safety), Tani Sethy-Sailer (Finance), Kris Mitchke (Secretary/Parent Club Advisor), David Burroughs (Principal), Dan French (Facilities), Collette McMullen (Parent Club President), Carlos Gonzales (Technology), Katie Goodrich (Legal)

Absent: Deacon Sam Basta

Minutes respectfully submitted by Kris Mitchke

- Minutes from October meeting were approved
- Principal Report – David
 - Admissions
 - David shared new admissions marketing materials including flyers specific by Pre-K, Kindergarten and Middle School.
 - Active outreach to preschools in the area has begun to build kindergarten enrollment for next school year including fruit baskets with marketing materials and trick-or-treat bags
 - Alumni Reunions
 - Well-attended Sacred Heart alumni reunions continue
 - SLE's
 - SHS has changed the way SLE's are incorporated in student evaluation. They will no longer be incorporated into student grades but instead will be communicated via comments such as behavioral notes and Spartan Awards. Intent is to make SLE's organic and authentic.
 - SHS Daycare Big Toy
 - Delivered and awaiting install
 - Fund-A-Need
 - Revision to original fund-a-need ask for new Big Toy. SHS and Architect, Richard Glassman developing a master plan including potential changes to campus layout. No Big Toy modifications until plan is complete.
 - New potential fund-a-need ask is for new, interactive learning curriculum and accompanying facilities changes to accommodate. Examples could include “maker-space” to allow activities such as 3D printing, tools, sewing machines, gardening, etc.
 - Development
 - New annual report will be available at the Open House Nov. 4
 - Fill the Heart is on Tuesday, 11/19. Larry Kring matching at \$25K
- Finance - Still in the black

- Technology -
 - The first year of *Bring Your Own Device* using Microsoft surfaces has received a positive response. Consistent platform has made it easier on the teaching staff.
 - Digital displays are also getting positive reviews. So far, 10 active boards have been replaced.
 - Ms. Simons continues to streamline the technology curriculum

- Legal
 - Katie to work with Deacon Sam to create a Sacred Heart alcohol policy for social events on the campus

- Parents Club – Collette
 - Trunk-or-Treat was a success. Plan to hold on Friday night next year with a similar format.
 - Teacher/Staff holiday scrip is active and donations are due by December 10. New online format is available.
 - Family Movie Night will take place on January 24

- Health and Safety – Heather
 - Follow up on adding parish staff to the list of people on the SHS campus
 - Continue to use bottled water nearing expiration for school and staff events

- Facilities – Dan
 - Dan, John Meyer (SHS Parish Facilities) working on a long-term facilities capital plan. Connecting with Seattle Archdiocese for potential resources

- Strategic Plan
 - School Commission used remaining meeting time to revisit the strategic plan, specifically the “Strengthening our Faith” goal.
 - CYO/Scout masses
 - Advertise in From-the-Heart, use coaching staff to remind
 - School Choir
 - Explore possibility of the school mass choir joining the Sunday mass choir either regularly or monthly.
 - Engage more kids to become altar servers
 - Four altar server training sessions schedules (taught by Doug Withers)

Next Meeting: December 4, 2019