St. Helen Catholic School Advisory Council Meeting
Wednesday, October 28, 2026
8:00am - School Rm 107

SAC is an advisory council only, with no regulatory responsibilities except to approve the budget. SAC does not hear grievances or complaints from parents or staff.

1. **Opening Prayer/St. of the Day – Father Philip, Liz – St. Simon**

In attendance: Chris, Lorrie, Father, Dr. Earls, Liz, Jose, Minh, Stacy, Julie, Paula, Deana, Roberto

Meeting started @ 8:02 am

2. **Approval of September Minutes – Jose, Paula**
3. **Special Topics –**

a. NWEA Fall Results – reviewed by Mrs. Nelson; working on implementing a pilot program to get students more engaged – "safe and civil schools"

B. School Cell Phone Policy – issues with children using their phones in carline and after school care; the policy currently states that is against school policy; will start having children get their phones on the way to their care during carline and then at the pick up door for after school care; reminder will be sent by school

C. Accreditation Visit and Report - should receive at the beginning of 2027; the recommendations are coming; handbook review – some policies need to be updated; logging fire drills; scheduling for Circle of Grace – clarifying teacher; classroom management;

4. **Committee Updates**

a. Finance Council – S. Pesek, chair – will meet Friday 10/30

October meeting postponed to 10.30

b. Technology and Facilities Council – C. McDaniel, chair – there were 6 members present for first meeting; met with Dr. Earls and Brian to walk the school and start determining proposed improvement/changes; updating classroom furniture; library furniture; playground improvements and fixing some flooring

c. Standing committees – all

i. Academics - *D. Herreth, J. Kinney – test scores reviewed;*

ii. Technology and Facilities –*C. McDaniel, J. Pineda, – see above with new council formed*

iii. Athletics – *L. Moreno – soccer lost in playoffs; volleyball off to championship*

iv. Student Life – *R. Carmona, P. Gorman*

v. Catholic Life- *L. Buentello, M. Trihn – Giving Tuesday information to be sent out; 2 grade date for 2st communion; 1st confession date set*

5. **School Planning Session Tracking**

Action Item	Owner	Due Date	Assigned Committee
Continue distributing a rolling two-month paper calendar with reminders to check the website.	I. Earls, C. Gordon	Ongoing	Student Life - Carmona, Gorman
Include the security guard as part of the school staff and communication structure.	I. Earls, Fr. Philip	7/31/2026	Student Life - Carmona, Gorman
Conduct staff debriefs after drills and consider parent debriefs when appropriate	I. Earls	Ongoing	Student Life - Carmona, Gorman
Begin planning/framework the 2027–2028 school calendar to get into parents hands by February.	I. Earls	8/31/2026	Academics - Kinney, Herreth
Distribute a Year at a Glance curriculum overview to families	I. Earls	8/11/2026	Academics - Kinney, Herreth
Establish grade monitoring goals and an administrator review schedule	I. Earls	8/3/2026	Academics - Kinney, Herreth
Develop a parent FAQ and communication decision tree with escalation guidelines. Need frequently asked questions from parents & teachers	All	8/7/2026	Academics - Kinney, Herreth
Identify selected faculty and staff members to serve on the Discipline Council.	I. Earls	8/7/2026	Technology/Facilities - McDaniel, Pi
Establish the council's purpose, expectations, and foundational guidelines.	I. Earls	8/7/2026	Technology/Facilities - McDaniel, Pi
Compile a master list of volunteer example opportunities; events, HSA committees, classroom include which	V. Martinez	7/31/2026	Student Life - Carmona, Gorman

6. **Principal Report – Dr. Earls – see attached**
    - **a.** Marketing
    - b. Enrollment
    - c. New Business
8. **Meeting Adjourned**