

St. Rose School
Catholic School Advisory Commission
Meeting Minutes
October 14, 2009
(Approved 11/12/09)



Meeting was called to order at 6:40pm. Attendees were Suzanne Smoley, Janis Wuelfing, Debbie Vigil, Deb Fitzsimmons, Laura Bailey, Nicki Bruno, Michael Chinn, Deb Heinrichs, and Donielle Wieser. Father O'Reilly was absent.

I. Opening:

Mike Chin shared an opening prayer. Debbie Vigil recited the Parish and School Mission Statements. The minutes of the August 12, 2009 meeting were reviewed and approved.

II. Principal's Report:

A. H1N1 Update: Two confirmed cases were reported and school families were notified. Ms. Smoley commended the parents, who have been promptly notifying the offices of suspected cases.

B. Enrollment: 293, including T-K. Two fourth grade families are leaving. Ms. Smoley has been interviewing potential new families who are on the wait list.

C. Physical Plant: The leaks in the science lab and inner courtyard from the recent heavy rainstorm are being addressed.

D. Curriculum: In-service committees are working on three areas recommended by the WCEA study: Curriculum Maps (standards based), Student Learning Expectations (to create measurement tool), and Middle School Student/Parent Handbook (to be distributed in the spring).
The Asilomar Math Conference will be held in Santa Cruz.

E. Athletics: The school is still looking for a sports banquet coordinator; it is a point position.
The students are enjoying the new Catholic School Majorettes program.

F. Additions: Steady progress is being made on parent volunteers completing the Shield the Vulnerable training.

G. Pre-Fire/Fire Safety Location: Although the Roseville Fire Inspector had approved the location for our students during fire drills/fire, the location will be changed after the incident of a vehicle jumping the sidewalk during a recent fire drill. Ms. Smoley is working with the fire inspector and Captain Tony Davis, and a new plan will be in place within the next month. In the meantime, the current plan remains in place.
All members of CSAC commend the teachers and students for how they handled the recent situation and its aftermath.

III. Sub-Committee Reports:

A. Parent Guild (Donielle Wieser):

- The Fall Festival was a great success. There was a good mix of school and parish families. The school raised \$9,300.00. Some changes will be made for next year's festival regarding wristbands and more games for the older students.

- Innisbrook orders are scheduled to arrive by the end of this week.
- The Father/Daughter Social is scheduled for November 6th at Finn Hall in Rocklin.
- There is concern about families not fulfilling their service point obligations. Specifically, there has been poor turn-out on Saturday work days. Families are reminded that if they do not fulfill their service point obligations, they will be required to pay the fee.

B. Safety and Facilities (Laura Bailey):

- The current plans for evacuation (on-campus threat) and lock-down (off-campus threat) are being reviewed.
- The Diocese is reviewing plans from vendors that provide mass communication systems.

C. Marketing and Communications (Deb Heinrichs):

- Only 90 Back-to-School Night surveys were returned.
- It was decided that uniforms will be required for school pictures next year.
- The Fall Festival was advertised on Catholic Radio, KLOVE, and The Fish. Deb H. will place ads for the upcoming crab feed, auction, and Catholic Schools week and will follow up with the Catholic Herald to place pictures of the Fall Festival. She will follow up with Ms. Smoley and Janice regarding an article about the WASC accreditation.

D. Finance (Nicki Bruno):

- Ms. Smoley has requested that the parish allow a second collection during Catholic Schools week to cover a \$1,700.00 shortfall in the school budget.
- Nicki will follow up with Deacon Mark regarding school financial information in the parish annual financial disclosure statement distributed at mass.

E. Strategic Planning (Janis Wuelfing):

- The Strategic Planning Committee last met on September 25th and will meet again on October 16th.
- The committee is reviewing information covering the last 3-5 years to assist in development of the Strategic Plan.
- After discussion, it was decided that the CSAC sub-committees will not have their own mission statements.

IV. New Business:

A. Principal's Goals:

Ms. Smoley reviewed her annual goals for professional development. These include:

- Working to build awareness of our Student Learning Expectations, their relationship to the school's Mission Statement, and their meaning to the education process;
- Working to develop a strategic planning committee for the school and to develop a strategic long range plan for the school
- Working to build community among all members of the school and parish. In that regard, all members expressed their appreciation to Ms. Smoley for being so visible to our parish and school community through her participation as a lector and Eucharistic Minister at mass.

Ms. Smoley will submit her annual goals to The Father O'Reilly and Diocese.

V. Closing:

After a closing prayer by Laura Bailey, the meeting was adjourned at 8:50pm.