

**Saint Kilian School Committee - Minutes**  
**11/18/2009**

**Present:** Mort Zaydel, Jeff Kubisch, Sue Bell, Ken Mikulec, Chad Waldvogel, Pam Beine, Sue Hill, Margie Lange

**Excused:** Fr. David LaPlante, Nicole Flanagan, Patrick Drinan, Karin Buhle

**Guests:** Dan

**Recorder:** Jeff Kubisch

TOPIC	DISCUSSION	ACTION/ASSIGNMENTS
Review & Approve Meeting Minutes		Minutes approved.
St. Kilian's clean sweep	<p>Dan joined the group and Ken described that we would like to help organize and de-clutter the school. Dan thought it was a good idea and just needed some help to move things out. Dan will label everything that he knows of that can be tossed. In addition the following people will be asked to help identify things that are not being used: Joan Schnorenberg, Rob Bessey, Nicole Flanagan, Joe Wist, Greg Klink, and Steve Wiedmeyer.</p> <p>The group decided on December 28<sup>th</sup> and 29<sup>th</sup> from 2pm – 8pm as clean up dates. Dan will have a fresh dumpster there for the garbage.</p> <p>Dan also mentioned that a new steamer which was covered by insurance will be installed around Christmas.</p>	<p>Ken to contact key people identified to determine what can be tossed.</p> <p>Dan to label things he feels can be tossed</p> <p>Sue Hill will ask the teachers to look in closet next to library and identify what can be tossed</p>
Principles report	<ul style="list-style-type: none"> <li>• A smart board brochure was distributed</li> <li>• We will know if a smart board can be purchased following the next home and school committee meeting</li> <li>• A mailing went out to recent grads for a \$5-10 donation as a fundraiser</li> </ul>	<p>Jeff K. to contact Roger Thimm to get on the calendar of Administrative service to discuss the salary scale</p>

TOPIC	DISCUSSION	ACTION/ASSIGNMENTS
	<ul style="list-style-type: none"> <li>• ETA did an inventory of all technology and developed an IT plan for replacing equipment when it is past the useful life.</li> <li>• There is going to be an art contest on catholic education</li> <li>• Salary scale is still needs to be addressed. The next steps for approval is to bring to Administrative services to review proposal and ask for feedback. Jeff and Pat to contact Roger Thimm to get on the schedule.</li> </ul>	
Home and School	<ul style="list-style-type: none"> <li>• Smart boards demo will be at the next meeting which is on 11/19</li> <li>• Cookie walk is on 12/6</li> <li>• February meeting will have Eric Szatkowski</li> </ul>	
Parish Council	<ul style="list-style-type: none"> <li>• Committed to make financials situation more transparent</li> <li>• Martha will be working on budgeting process and more regular reporting</li> </ul>	
Marketing	<ul style="list-style-type: none"> <li>• Direct mail will go out in middle of January for recruitment of new students</li> <li>• Cookie walk</li> <li>• Virtual tour will be going up on the website</li> <li>• Mkting Committee is donating \$1,000 for the Smart Board</li> <li>• St. Kilian's won first in the parade</li> <li>• Midnight madness is coming up</li> </ul>	
Old Business	<ul style="list-style-type: none"> <li>• <b>Retreat:</b> Margie and Ken will meet to discuss. The actual retreat is scheduled for 1/21/2010 from noon – 2pm. Mort to check with Fr. David about food.</li> </ul>	Mort to follow-up with Fr. David about food.

TOPIC	DISCUSSION	ACTION/ASSIGNMENTS
New Business	<ul style="list-style-type: none"> <li>• <b>Endowment:</b> Chad, Pat, Jeff and Ken to be members. Ken will clarify the co-chair issue.</li> <li>• <b>White Boards:</b> Sue Hill asked what the status was on white boards. There was a list of teachers who needed them last year and there was no follow-up. Jayne Stieners specifically is looking for one, but there were more.</li> </ul>	<p>Ken will determine what is needed for the endowment committee and report back.</p> <p>Mort to ask Dan to move whiteboard from the gym to Jayne Stieners classroom. The group also needs to determine next steps for the others who requested boards.</p>
Bullying	<p>The group had an extensive discussion about a potential bullying issue at St. Kilians. It seems to be an isolated case, but none the less needs to have some sort of action. The group discussed what potential solutions could be. There is still more discussion to be had on this topic to determine a long term plan to help reduce the risk of it happening in the future as well as do everything possible to resolve the issues that are currently occurring. Some of the issues to be worked on included:</p> <ul style="list-style-type: none"> <li>• Communication</li> <li>• Assessment of potential discipline techniques</li> <li>• Review fit of bullying program “Tribes”</li> </ul>	<p>Group needs further discussion on this topic.</p>
		<p>December snack master is Margie</p> <p>January snack master is Pam</p> <p>February snack master is Chad</p>