

# St. Joseph Parish School Advisory Committee

Conference Room A  
September 13<sup>th</sup>, 2021  
6:30 pm

## *Mission Statement:*

*St. Joseph Parish School: Teaching, Learning, Leading, and Serving as the Hands of Christ*

## *Minutes:*

- Opening Prayer – *Amanda*
- Today's Business:
  - Accreditation & Domain B – past goal review and future goal setting
    - The School Committee has accomplished most of their previous goals and therefore, needs to set new ones.
    - Goal #1 – sustain nine School Committee members and build in term rotation for the members.
      - Actions:
        - February – review current member status and recruit accordingly
        - April – invite potential members to shadow a meeting
        - May – invite all potential and current members to discern and join the School Committee
    - Goal #2 – meeting minutes shared and published monthly on a consistent basis
      - Actions:
        - Create a system easily accessible to all
        - Implement as soon as possible
    - Goal #3 – communication with sub-committees both ways to better form collaboration and awareness
      - Actions:
        - Invite all other sub-committees to submit a summary and/or updates written or in-person to the School Committee monthly
        - The School Committee will provide updates to all other sub-committees if desired
    - Goal #4 – consistent teacher representation at School Committee meetings
      - Actions:
        - Create a rotating schedule for teachers to attend monthly School Committee meetings
    - Goal #5 – clear communication for families to understand what School Committee is

- Actions:
  - Create “Get to Know” write-ups and possible video about each School Committee member to be shared with the school families
  - Review and revise verbiage on the website for what School Committee is
  - Possibly order name tags for School Committee members to wear at events
  - Possibly have a table at Back to School Night and/or other school events related to School Committee
  - Continue to brainstorm ideas on new and/or better ways to communicate with families about School Committee
- Accreditation – small group needed to plan site visit
  - Visit is on 10/20 & 10/21
  - Need to organize lunches, snacks, refreshments
  - Schedule interviews with School Committee members
- Home & School and Volunteer Opportunities
  - Reviewed list of volunteer opportunities included on the form this year
  - All other deaneries have a formal structure and meetings for their Home & School
    - Goal: recreate this structure at St. Joe’s for Home & School
      - Action: include volunteer opportunity around Home & School and develop structure from there
- Soles Walk
  - Scheduled for 10/15 at 2:15 pm
  - Goal: raise \$5,000
  - Still determining incentives for raising funds
- Emergency Operations Plan
  - Halted because of COVID
  - Restart after ALICE training in beginning of October
- Arch Update August 2021 – School Advisory Committee Operations Norms
  - Arch has created by-laws for School Committees that all Arch Schools will adopt by 2023
  - School Committee will review and discuss at October meeting
- Parent Communication Venues
  - Discussed with Accreditation (listed above)
- Goals for the Year
  - Discussed with Accreditation (listed above)
  - Parish and School event when able to – similar to summer clean-up day a few years ago
  - Conduct another survey to school families in April with results discussed in May
- Open Discussion
- Review Current Meeting Minutes
- Determine Parish Council Updates
- Upcoming Events:
  - *Picture Day – September 29<sup>th</sup>*
  - *Next Meeting – October 4<sup>th</sup>*