

### **Professional Development**

- On October 24th all K-12 teachers and administrators attended a day long Diocesan Education Convocation at the KI Center in Green Bay. The keynote address by nationally known author and educator, Cathy Vatterott, focused on her book, Rethinking Grading. Breakout sessions on various educational topics followed. The high school and middle school teachers have been working together to understand the implication of this strategy at monthly team meetings.

### **Fine Arts**

- The high school play, *Our Place*, was very well done, and a huge success, with some sold out performances.
- Seventy members of our marching band, under the direction of Pamela Barnhill, will performed the Appleton Christmas parade.

### **HR/Safety/Wellness**

#### **Staffing Transfers/Changes/Hires**

- Gina Tully hired early childhood aide SMM
- Looking for sub teachers, food service aides, 4<sup>th</sup> grade teacher @ St. Gabriel (.5), Director of Marketing and Communications – interviews in process

#### **Safety/Wellness**

- We are welcoming new members Becky Green and Michelle Lepak to our December Wellness Committee
- Earth Club has moved the tower garden indoors and are maintaining it for food service to use
- Materials have been purchased to enable us to do required in house CPR/AED training for students and staff
- A teacher survey was completed to determine faculty interest in the Fitness Center
- Effective November 13<sup>th</sup>, faculty and staff are invited to use the fitness center during designated shared hours with students; additional fitness center hours were added to the schedule, including Saturdays
- Coaches receive a weekly email with fitness center updates/announcements; strength & conditioning programs have been made available to all teams

### **Business/IT Services**

- DPI School choice audit this week
- Payroll conversion almost there
- President Helen Englebert, Business Services Director Jeanne Lee, and SMM Principal Tina Fairweather to meet with SMM Parish Council November 16
- Technology Infrastructure – on-going slow process with reliance on state and AT&T

### **Admissions/Recruitment & Retention**

- Just finished up shadow days at the middle school and high school (over 25 students shadowed at the middle school and 20 shadowed at the high school).
- 5<sup>th</sup> and 7<sup>th</sup> grade visit days were on Thursday, November 2 – students attended sessions to learn about our co-curriculars, academics, fine arts, etc. All attendees received a SMCS t-shirt.
- A new navy ¼ zip 'jacket/fleece' for elementary and middle school students (dress code approved) is available for purchase

## **Fund Development & Alumni Relations**

### **Events:**

**Z-NIGHT:** Held last Saturday night. Event proceeds are still being tallied. Attendance was about 100 people more than last year. The SMC Athletic Hall of Fame induction took place during the event, new food and games concepts and we drew the first Zephyrs Gold winner (Jason and Annie Lee).

St. Mary Elementary: **Winter Escape Dueling Pianos...** January 26, 2018 at The Outer Edge

St. Margaret Mary Elementary: **Wines Around the World...** February 24, 2018 at The Ballroom at the Reserve

**Zephyrfest:** Plans are well underway with Marsha Britt leading the charge as the new Zephyrfest Coordinator. Date: April 21, 2018 at the new Fox Cities Exhibition Center

### **Annual Fund:**

- As of 11/14/17 the YTD total = \$43,602 from 235 gifts. LY same dates = \$41,053 from 277 gifts.
- Lapsed donor promotion happening in December, along with the year-end appeal.

### **Other Fundraising Efforts:**

- Technology Fund: working to raise \$200,000
- Basketball score table and gym chairs \$6,500
- Working on FATE funds promotion strategies