

SMCS President & Leadership Team Key Points of Focus for Month:

Professional Development

- All professional development days this year will begin with Alpha training sessions. All staff members are participating in these sessions, which are facilitated by the system administrators and a few religion teachers.
- Erin Loritz from CESA 6 is once again providing ongoing development with K – 8 teachers as they continue to implement Units of Study in Reading, Writing, and Phonics.

Curriculum

- Pat Batey and the principals are scheduling meetings regularly throughout this school year to update and align curriculum across schools and grade levels.
- Teachers are being asked to track standards and develop essential questions for their units.
- Daily learning targets are being posted in classrooms.
- Units of Study in reading are being implemented in Grades 6 – 8.
- Units of Study in writing are being implemented in Grades K – 5 as reading was implemented last year.
- Units of Study in Phonics is being piloted in Kindergarten.

Pupil Services

- The writing of ISP's and LSP's will be coordinated throughout the system for consistency using the expertise of Sandra Piotrowski.
- The Pupil Services Manual of procedures and processes has been completed and has been presented to the building administrators. It will next be shared with all teaching staff.

Fine Arts

- Auditions have been held for the fall HS play "Happy Daze" which will have performances in November.
- ZFAB (Zephyrs Fine Arts Boosters) is kicking off with a recruitment event for new members.
- Sponsorships are again being solicited for publication in the Fine Arts Programs.
- Our FAEC facility continues to be used by outside groups (ex. 9/17/18 = Future Neenah Board of Directors) and is considered a gem within the community.

Admissions

- **Enrollment for 2018-19** is at **849**. Official DPI count taken on 3rd Friday of September (9/21). Breakdown of individual school counts will be reported next month.
 - **Aquinas program** – 29 applications; 12 qualified; 8 accepted placement; 1 testing this week
 - **WPCP** – 144 applications; 143 verified; 128 accepted for 2018-19 (113 accepted for 2017-18)
- Grade school/middle school nights were organized for football (9/7), soccer (9/13), and volleyball (9/20). Great turnout for the football game!
- Creating a parent ambassador group for the entire SMCS system
 - Principals were asked to provide parent names to consider for ambassador groups
 - Recommended parents will be contacted in mid-September to determine interest
- Zephyrator will again visit the elementary schools monthly to celebrate birthdays
- Working with donor to ensure that every SMCS student has a ¼ zip Zephyrs jackets
- 8th grade visit day – Thursday, September 27
 - Invited students from SMCMS, Holy Spirit, St. Mary Greenville, New Hope, and SJSH

- **BOT Strategic Initiatives**
 - **Recruiting Strategic Initiative**
 - Marketing – meeting weekly
 - Early Childhood – initial meeting 9/12
 - Fine Arts – initial meeting 9/14
 - **Community & Continuity Strategic Initiative**
 - Meeting TBD (with Jennifer Miller)

HR/Staffing/Wellness/Other

Hired (updates since August board meeting)

- Sara Davis – SMM EC teacher
- Kelly Kramp – substitute teacher
- Ana Arguetta – SG EC aide
- Debra Mortimer – SM after school care provider
- Katina Zimmer – SM EC aide
- Rebecca Harrison – SMM teacher
- Emma Keddell – SG after school care provider

Leaving (updates since August board meeting)

- Jeana Johnson – SMM teacher (Rebecca Harrison is replacement)
- Lynn Graves – SMCS food service director (leaving in October)

Current Openings

- SMCS assistant director business services
- SMM after school care provider

Wellness

- Working on employee flu shots

United Way

- Staff campaign results: 24 contributors totaling \$2,268.00 (both numbers up from 2017)
- Employees Karen Langdon and Rina Hill each won a set of four donated Packers tickets in a drawing held to encourage giving to both the SMCS annual fund and United Way

Business Services: Finance/Technology/Food Service

Finance Department

- Tuition - new tuition statements and laptop accounts set up for parents
- Payroll - all staff salary and benefit changes processed; new staff set up and leaving staff termed
- Audit - final reconciliation for the audit completed on 9/12/18
- Foundation - preparing for first meeting 9/18
- Flood damage - working with staff to process claims for high school commons damage recovery
- School Safety Initiative Grant – Round 1 - began processing claims
- Planning the orientation for new principals and administrative assistants
- Scrip promotion - Kwik Trip 10% for month of September
- Connect 5 - working with parishes to get them included again in this event
- Fundraising – purchased mobile bidding software; created training materials and assisted volunteer leader for set up

Technology

- School start-up - all staff and students with assigned laptops arrive for distribution.
- Boot camp for 6th graders and 9th graders new to the one-to-one laptop program
- Set up new loan for 9th grade laptops

Food Service: Reviewing options for replacing Lynn Graves – food service director

Fund Development & Alumni Relations

Annual Fund

- The 2018-19 Annual Fund is underway! SMCS employee pledge cards were distributed at the August 21st all-staff meeting with a total of \$2,879 collected with 23 pledges in the first two weeks (both increases over last year). The community portion is being mailed mid-September. Our goal for this year's Annual Fund is \$200,000.

Fundraiser/Community Events

- **Connect 5** is set for Saturday, September 22. The event is intended to connect the “community” of five schools/five parishes with a 5k run/walk. Spiritus Ministries is assisting with the Spiritual Walk through Jane’s Woods. Proceeds support the system athletic, activities, and fine arts programs, as well as our technology initiatives. Participating parishes will each receive \$500 plus any proceeds from their sales (corn roast; baked goods; sno cones, anyone?). Your support is welcome!
- **Meet Me In The Middle**, held on the middle school back terrace, is Friday, October 5th. All are invited to take part in this newly designed event featuring event boards, three bands, and a pizza food truck.
- **Taste!**, taking place at The Reserve in Neenah, is set for Friday, October 19th. This is St. Gabriel Elementary School’s annual fundraiser with an evening of beer and wine tasting paired with a variety of hors d’oeuvres from local food vendors, as well as raffles.

St. Mary Catholic Schools Foundation

- Creation of the SMCS Foundation continues with some marketing material changes and adjustments with paperwork for the Green Bay Diocese. The first Foundation Board of Trustees meeting will be held on Tuesday, September 18th.

Grants

- **DOJ School Safety Grant - Round 2:** We were eligible for and submitted a second grant request through the Department of Justice (DOJ). Projects included in the request include reconfiguring the front entrances of both St. Gabriel and the high school. This is necessary for safety of being able to see visitors as they approach the building, and not just through cameras. Also included were locks for St. Margaret Mary and electronic access control systems for the high school. The grant requires school counselors and designated teachers to be trained in school safety mental health. The total amount request submitted was **\$472,097.46**.
- **Lexus and Toyota:** A matching grant opportunity through Lexus and Toyota with the Bergstrom Automotive Group was submitted. The matching grant is for \$10,000 each (total of **\$20,000**).

Alumni

- Each of the following classes have their reunions in the month of September; some are being held at SMCHS:
 - Class of 1998 – 20th; Class of 1973 – 45th; Class of 1968 – 50th; Class of 1963 – 55th; Class of 1958 – 60th; Class of 1953 – 65th
- Alumni will be welcomed and announced at each of these games during homecoming week:
 - Tuesday, September 25th Boys Soccer; Thursday, September 27th Volleyball; Friday, September 28th Football
- The **Zephyrs Connection Alumni News** was printed as an inclusion into the SMCS fall newsletter and mailed to all registered alumni, families, and donors. The publication will be available at all parishes for pick up as well.