

The theme for St. Mary Catholic Schools this year is **SERVANT LEADERSHIP**. The servant leadership attribute that we are emphasizing in the month of February is **"Belief"**.

Curriculum and Professional Development

Our February 16 Professional Development day has a focus on mental health. Speakers from NAMI (National Association of Mental Illness) will speak with our teachers. The presentation will give an overview of mental illness, treatment, stigma, impact, and recovery. Our goal is to educate our teachers so they are more aware and prepared to deal with students struggling with mental health issues.

As part of our literacy initiative we are making arrangements with Erin Loritz of CESA 6 to do a fishbowl training at each of our elementary schools. Erin will demonstrate a lesson with a variety of classrooms at our schools while teachers have the opportunity to observe and process afterwards.

We are in the process of ordering sample instructional materials for literacy for early childhood through grade 6.

Admissions/Enrollment

SMCS Recruitment & Retention Dashboard As of February 15, 2017

Enrollment		Retention		Recruitment	
Goal = Average Number of Students at Each Grade Level	75	Transition Grade Goal	80%	Goal = New students per year	30
Current Average = K-12	54	Current Average Rate =	77%	Current for 17/18 (K-12) =	26
		PK/K	67%		
Growth Goal =	3%	5/6	75%		
		8/9	89%		

2017-2018 Transition Grade Retention Numbers

PK - Kindergarten		5 th Grade – 6 th Grade		8 th Grade – 9 th Grade	
Percent Retained	67%	Percent Retained	75%	Percent Retained	89%
Total Number of Students in PK 16-17	51	Total Number of Students in 5 th Grade 16-17	64	Total Number of Students in 8 th in 16-17	54
Number of Students lost after PK for 17-18	-17	Number of Students lost after 5 th for 17-18	-16	Number of Students lost after 8 th for 17-18	-6
Number of New Students Gained in Kinder in 17-18	+7	Number of New Students Gained in 6 th in 17-18	+1	Number of New Students Gained in 9 th in 17-18	+13
PK Total for 17-18	41	6 th Total for 17-18	49	9 th Total for 17-18	61

** Total enrollment for 2017-18 as of 2.15.17 = 786 students.

*** 73 seniors graduating in 2017

HR & Staffing

Transfers/Changes/Hires

Currently searching for:

- 2017-18 Gifted and Talented Teacher/Program Director – interviews in process
- 2017-18 Business Teacher (.5) – interviews in process
- 2016-17 Mental Health Counselor (.5) – actively recruiting
- 2016-17 SG Administrative Assistant- Kathy Bergholz has given two-week notice

Second semester schedule changes were made for our Reading Specialist position to now include the middle school.

Letters of intent were distributed to all contracted employees with a due date of 2.15.17.

Work is being done to put together 2017-18 administrator and teacher contracts.

Strategic Initiative-Student Experience

Teachers gathered student body and presented students with a video they created sharing why SMCS students are important to them and why they come to school every day. Students are creating a video back to teachers to be viewed during National Teacher Appreciation Week.

4EVER ZEPHYR t-shirts were distributed to those who achieved criteria to receive it.

Business Services: Finance-Technology-Food Service

- Development and compilation of a Policy and Procedure manual will be the focus of upcoming Finance Committee sessions.
- Our Wellness committee has been re-invigorated with a new leader and more streamlined focus. Jennifer Miller will be leading this group in alignment with the DPI requirements for Food Service.

Fine Arts

- Our annual fruit sale is in process; profits will support our Fine Arts program.
- Tryouts took place for the middle school play *Godspell*.

Fund Development

Annual Fund:

YTD: \$126,516

LY Same Date: \$117,205

Feb. 23 is Phone-A-Thon to alumni who have given to AF in past five years, but not yet this year (about 355 people). Will be offering a matching opportunity for each gift (with total max of \$20,000) and Zephyr Alumni blanket to any gift \$100+ from that group Feb. 23 through March 2.

March 13: Second AF mailing to all people on AF list who have not yet given. Approximately: 3,400 contacts.

Events:

- Wines Around the World: took place Saturday, February 11. Early reports look promising.
- Winter Escape – Dueling Pianos: Coming up Saturday, March 4 at Pullman's (in Appleton). Buy your tickets today!
- Zephyrfest: Coming up soon... Saturday, April 8th. Buy your tickets!
- New SMCS/Zephyr event: Presenting Znite! Saturday, November 11, at Waverly Beach. Will include alumni and current Zephyr parents. New Zephyr Hall of Fame members will also be inducted that evening! Tickets only \$25! Watch for details to come soon!

Other Projects:

- Major Gifts Committee: working to finalize RFP and other aspects of RJM gift and work through the process of developing a Foundation (or not).
- Working with Lizzy Bergstrom on details and process for fundraising to complete Tennis Restoration Project this summer.
- Working on database program updates.
- Michelle is hosting a meeting of Green Bay Diocese Development Directors on February 28 at SMCS. The group meets 2-3 times a year.
- Alumni Coordinator: finalizing details of new Alumni Association and creating alumni touch points throughout the year. Continues to build FB presence for Zephyr Alumni.