



St. Mary Catholic Schools

— Grades P3-12 —

SMCS Board of Trustees President's Report December 16, 2015

Curriculum/Professional Development

Professional Development

All teachers and principals participated in a day long in-service with several breakout sessions covering the following topics; Google docs, Notebook software for SMART Boards, ADD/ADHD, classroom management strategies, faith integration, Blooms Taxonomy, brain breaks, and Daily 5. We also built in time for small group meetings; early childhood, pupil services, fine arts, elementary discussion on student laptops, middle school teams, and high school departments.

Pupil Services Team

Our newly formed K-12 Pupil Services Team is in full swing. Nada Newcomb, our elementary guidance counselor has been facilitating the group meetings. The group has finalized referral and tracking forms, identified a process to identify students in need of individual plans, and has begun the process of writing up plans. A few members of the team are attending a workshop in February that focuses on educational programming and instructional strategies for students with autism spectrum disorders.

Effectiveness Project

SMCS principals have mapped out their strategies for completing all components of My Learning Plan by spring. The efforts of the principals are time consuming but essential to promoting effective teachers and this mapping will help with time management.

Enrollment

- SMCS was awarded five more WPCP vouchers for all three grade levels for January 2016; all vouchers were accepted by students currently in our system
- As of 12.8.15, total enrollment count increased by two students to 915
 - ✚ One new student for 7th grade
 - ✚ One new STS student; however, a different STS student recently left this semester for California, so the total number of STS for next semester will remain at 12
- Early registration incentive closed November 24; transitional grades receive tuition credit. As of 12.8.15, the enrollment for transitional grades for next year (2016-17) follow:
 - ✚ K = 52 students (current Pre-K = 69)

- ✚ 6 = 55 students (current 5th grades = 61)
- ✚ 9 = 51 students (current 8th grade = 50)

Staffing

- The MS .5 Computer Teacher position is being filled by Abbey Weggel and Phil Kerwin for the remainder of the school year.
- Former HS teacher Lynn Tanner is subbing as Administrative Assistant at the high school until the Christmas break. Angela Luther's last day was December 4th. We are actively recruiting to fill this position.
- We are searching for a candidate to fill the .5 position of EC-8 Admissions Coordinator. Once filled, Shannon DeShambo will be assuming the Marketing Assistant Data Analytics duties previously handled by Ann Ledwith (8 hours/week).

Fine Arts

- The Christmas concerts concluded on Sunday with great success. We improved the production values of all the concerts and the cooperation among fine arts faculty and staff.
- We have raised \$2700 of the \$3800 needed for the new band outfits through a targeted mailing to approximately 50 families. The SMCS Booster club gave \$500 toward the uniforms in a great show of support for the efforts of the band at our sporting events. Anyone interested in supporting our band program and their new outfits should send a check to Christina Turner's attention at the high school.
- KidStage had the largest audience ever over the December 5-6 weekend with at least a 30% growth. We raised over \$1200 in concessions alone. Exact figures earned through ticket sales still are being determined.
- We experimented with fundraising before and after one of the concerts to test how effective it could be. The high school choir gave out Christmas cookies and water during the half hour before and after the St. Margaret Mary concert and asked for "good will" donations in return. They raised nearly \$400 during that timeframe for the band/choir trip to Chicago.
- The Choir and Band also experimented with selling Scrip for the benefit of the band/choir trip during the holidays, raising about \$200.

Business Services: Technology-Finance-Food Service

Technology

- Initiated a pilot project for tablet product to be used by principals for teacher observation assessments. Curriculum Director taking the lead on the project.
- Began distribution of new elementary laptop units according to the plan of using lead teachers, media specialists and technology support. Elementary computer labs now functioning with special requirements by media specialists.

- Staff development program (December 11) included four classes by technical trainer and technician teaching Google Drive and other related functions. Class assessment included a review of learned and still-need-to-learn topics.
- Technical Trainer continues to expand weekly on-site training support. Staff reaction very positive.
- Technical Trainer is working with the new middle school computer trainers by offering lesson plans and other support.
- Continue to develop the Technical Skills Training Team made up of elementary, middle school and high school media specialists.

Finance

- Staff working with BOT Finance committee to prepare budget for next year; tuition rates for 2016-17 were approved at the November 18th BOT meeting and are posted on the SMCS website.
- **Final Audit Presentation:** Steve Johnson, partner, and Brian Baumgartner from CliftonLarsenAllen (CLA) attended the BOT meeting on November 18th and presented the final audit.
- **Balance Sheet and Operational Income Statement:** Our commitment to meet and/or exceed all requirements of the School Choice program are supported with these newly restructured reports. All entries and classifications have been approved by the accounting team at CLA.
- CLA completed DPI WPCP audit for September 2015 enrollment testing and Fiscal Internal Controls; SMCS in compliance!!

Fund Development

Annual Fund:

- Email to all general donors who have NOT YET donated to AF will be sent on 12.17.15
- Email to all alumni who have NOT YET donated to AF will be sent on 12.17.15 reminding them about the alumni match
- 7.1.15 to 12.14.15 = \$82,059
- LY: 7.1.14 to 12.14.14 = \$39,715
- Alumni match has brought in \$7,425 to date. Match goes until 12.31.15.

Endowment work:

- Working to align and document existing endowed accounts
- Create marketing efforts around building existing funds and creating new ones

Special gifts:

- Working with SMC Athletic Director and Principal to prioritize needs and determine strategic plan to identify funds for those items/initiatives
- Working on several special gift projects based on donor requests or family memorials
- Working on a grant and/or donor support for high school mental health collaboration with Samaritan Counseling

School Fundraising Events:

- Have held event recap meetings for fall fundraisers:

MMITM = \$19,699 net

Brewfest = \$19,834.91 net

Jumbo Gumbo = est. \$52,000 net (some bills not received yet)

- Pre-planning meetings for WAW (2.13.16) and Winter Escape (3.5.16) have already taken place.
- Zephyrfest planning in full-swing. Mark your calendars for May 7th!

Middle School Building Campaign:

An insert went out in our five parish December bulletins announcing that fundraising for St. Mary Catholic Middle School is down to the final \$1 million. An anonymous donor offered to give \$500,000 toward the new school as a matching gift challenge. The match campaign deadline is Jan. 31, 2016 to get one final push toward the end goal of \$11 million. In two years, more than 1,100 people have pledged \$10 million toward the school's construction.

Other

Confucius Classroom Global Conference in China

The Confucius Classroom program extended a special invitation to SMCS President Helen Englebert and Molly Griffin, director of the SMCHS Confucius Classroom, to attend their 10th annual global conference in Shanghai, China. Helen and Molly took the all-expenses-paid trip to Shanghai for the conference and also traveled to Wuhan City to visit the partner university for UW-Platteville and to tour two schools - one high school, and a combined middle/high/international school campus. The relationships formed and information gathered will help to strengthen our Mandarin language and culture program.