



St. Mary Catholic Schools
Grades P3-12

**SMCS Board of Trustees
President's Report
November 18, 2015**

Curriculum/Professional Development

Pupil Services Program

Based upon the importance and success of our learning specialists at the middle and high school levels, SMCS is expanding its pupil services offerings into a comprehensive program to serve students from kindergarten through twelfth grade. Our new elementary pupil services program will proactively help us to assess student needs and apply learning strategies at a critical stage of educational development.

This program will support student achievement, and will allow for a successful transition of services from one school level to the next. The pupil services team is committed to joining forces with classroom teachers and parents to support and enhance students' individualized education experience. We are confident that the expansion of our pupil services team will strengthen our ability to help every student succeed to his or her highest potential.

World Languages

Three teachers from our World Languages team attended the WAFLT (Wisconsin Association for Language Teachers) conference this month. The focus of this annual convention was Global Multi-literacy, equipping 21st century learners for global citizenship. Costs for this convention were covered from our Title IIA funds.

Professional Development

Friday, October 30 marked the end of our first quarter. Teachers, aides, and principals spent time that day working as a group on sessions 2 and 3 of Morality of Foundational Catechetical Certification.

Effectiveness Project

SMCS principals continue to refine their supervision skills within the Effectiveness Project. The principals met with their CESA 6 representative to review new forms, work on time management techniques, and review My Learning Plan software.

Instructional Coaching

On November 5 all SMCS principals attended an all day workshop at Marian University. The topic was Instructional Coaching presented by Jim Knight, a national speaker. Costs for the principals to attend was covered by Title IIA funds.

Enrollment

- Total enrollment count remains at 913 as of 11.15.15

- One SMM preschool student dropped
- One new middle school student started in November
- Group shadow days were held on November 9, 10, 16 & 18. To date, 30 students shadowed at our high school, and another 30 students shadowed at our middle school. These students are making decisions whether to attend SMCS next year.
- Early registration incentive is offered until November 24; transitional grades receive tuition credit. A team effort involving the admissions staff, principals and pre-K homeroom teachers are following up with all current Pre-K, 5, and 8 grade students to promote the incentive and encourage registration.

Staffing

Pupil Services Team

Our pupil services program is expanding with the addition of two elementary-level learning specialists. Ms. Ann Heinrich will work with students at St. Margaret Mary Elementary. Mrs. Tara Gagne will work with students at St. Mary Elementary and St. Gabriel Elementary. Mrs. Gagne will also begin assisting students at the middle school to ensure a smooth transition with the planned maternity departure of Deb Aleksandrowicz at the end of November. These professionals will work as a team with the guidance counselor and reading specialist to develop and implement a wide-reaching elementary learning assistance program.

- Tara Gagne began November 9. She will be working 0.5 at the middle school replacing Deborah Aleksandowicz, 0.25 at St. Gabriel and 0.25 at St. Mary as a Learning Specialist.
- Ann Heinrich also started on November 9 consulting as a Learning Specialist at SMM. Ann's hours are part-time for the 2015-16 school year.

MS Computer Teacher

- We are working on filling the 0.5 Computer Teacher person at SMCMS that Deborah Aleksandowicz will be vacating at the end of this month.

Business Services Accounting/Payroll Administrator

- Susan Zabel started through an agency on November 9 as a temp to hire as our Accounting and Payroll Administrator.

Fine Arts

- Hayden Kraus directed our High School musical "Lucky Stiff." This was a challenging farce that required our students to develop comedic timing as new tool in their dramatic repertoire. The show was extremely funny. The students and the audience loved it.
- We had a visiting artist educational program with McCurdy Theatre Arts and the improvisation troupe "Baby Wants Candy." The artists worked with the students interested in drama in grades 3-12. We had 18 elementary students, 18 middle school students, and 26 high schools students (St. Mary, Neenah and Kaukauna) participate.

- In December, KidStage will host 8-10 shows of Shrek in our FAEC theater with KidStage classes from St. Gabriel and St. Margaret Mary teaming up for their own Shrek show on Sunday, December 6. KidStage brings approximately 1200 people to the FAEC to watch 8-10 elementary schools from around the Fox Cities perform, often families that have never been to our school before. Our Fine Arts program makes \$3.00 per ticket for every ticket sold during this weekend event and uses this money to help enhance our fine arts programming and to maintain the FAEC theater. This is one of 5-6 weekends a year that we host KidStage in our theater.
- Our schools' Christmas Concerts will take place at the FAEC between December 1-16. We are working to improve the production values and to bring freshness and a more religious nature to the concerts than they have had in the past. Hayden Kraus and Kathleen McCurdy have teamed up with each of our band and choir teachers to work on this project.
- The choir and band students are working with Kadie Smith and Pamela Barnhill to reinvigorate the Annual Trip program. They plan to travel to Chicago in February. In order to help the students off set the trip's costs so everyone in the classes can afford to participate, we developed a special scrip sale program.
- Our 7-12 band students will be marching in the Appleton Christmas Parade on November 24th! Pamela Barnhill led the application process. To help our students put their best foot forward, we purchased new band jackets, hats, and gloves. We sent out a targeted fundraising letter to raise the money needed to off-set the costs of the uniforms.

Business Services: Technology-Finance-Food Service

Technology

- Start-of-year challenges beginning to slow; middle school one-to-one program roll-out nearing completion; a few still struggling with slow sign-on but getting better
- High School teachers are excited about the Smart boards; using them in math, English, social studies and religion.
- Quick-start videos customized by Rob Srnka for our teachers have been well received. New ones are added weekly either as requested or as a result of several "help desk" incidents
- Tech team working on software licensing tracking program to review costs, share availability, manage upgrades, assure renewals are timely, etc.
- Extensive work is being done on the elementary labs with the new "thin client" strategy. "Locking down" the software image so "little-fingers-with-short-attention-spans" can be managed for teaching has been a big learning curve for our tech team. Nearing completion!
- In PowerSchool, all students had to be manually entered to record Race/Ethnicity; otherwise our separate registration database has synced with PS.

Finance

- CliftonLarsonAllen (CLA) 2014-15 audit and management report completed; FIR sent to DPI.
- CLA completed the DPI's September enrollment testing and Internal Controls review.
- Staff working with BOT Finance committee to prepare tuition rates and budget for next year.

Food Service

- The account recognition system continues to roll out; SG and SM are operational and accuracy has been improved.

Other – Fund Development

Annual Fund:

- -The Phone-A-Thon to approximately 982 lapsed donors will take place on 11/19/15
- -Alumni match of \$20,000 from 11/22 – 12/31/15 (will be publicized in weekly email, fb, alumni newsletter, school newsletters)
- -Annual Fund total (as of 11/18/15) = \$57,738

Endowment Fund work:

- Beginning detailed 'inventory' of endowed accounts and working on plans to promote contributions to existing funds or creating new ones

Events (before SMCS 10%):

- Middle School MMITM = \$19,699
- St. Gabriel's Brewfest = \$19,741
- Researching new and more effective ways to run check-out process for small events (Business Office and Advancement Department)