

# HOLY CROSS ACADEMY

## SAC Meeting 04/16/2019

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16 April 2019 / 6:30 PM / SCHOOL LIBRARY

### MINUTES

#### 1. Update from Mr. Mike Killmeyer to the HCA SAC Committee (15 min)

- a. Google Community Calendar – plan is to include all school events including every fundraiser, gym schedule, etc. A central calendar is helpful to parents as well as to planning groups (like PTG) when coordinating their events and locations.
  1. Per Mr. Killmeyer, while the calendar is a great tool, it's still necessary to check with the appropriate persons before booking a location space.
  - ii. Upcoming Events
    1. Easter Monday – STEM Day – parents are invited to see student works
  - iii. Who has access – see access list.
- b. Observations and Plans after first full week at the school
  - i. Communication Plans
    1. Need to get everyone on the same page.
    2. Limiting parent alerts (Monday & Friday - 2pm send time)
      1. Option C – Any additions due by 12 Noon on day of send.
- c. Catholic Identity –Diocese will launch new program from Franciscan University next year that includes online learning and speaker series for all teachers, parents, coaches, etc. Program includes online modules as well as face-to-face courses meant to strengthen Catholic identity.
- d. Google/Facebook/Great Schools rankings – parents, friends, etc encouraged to visit these rating sites and give HCA (and other regional schools) a 5-star rating. Currently only 5 reviews. Bumping up those numbers is an easy marketing tool.

#### 2. Upcoming Events

- a. Social Media 101 changed to 5/23 – avoiding pitfalls and dangers of social media, things for parents to watch for. Students in grades 4-8 will attend on 4/16.

#### 3. Fundraising Update (15 Min)

- Planning and scheduling will be held by PTG moving forward. Funds will still go towards General Operating Fund (not PTG's account).
  - a. Numbers Year to Date – behind schedule but still working on Annual Fund (100 additional letters sent).
  - b. Big Bucks Raffle – tickets printed and mailed to all registered members at all four parishes in the grouping. . Help will be needed to sell tickets. Mary Ann Miller will be selling tickets at St. T fish fry and St. A's fish fry. TJ Meissner working on possibly selling at an off-site Strip and online. 100K tickets printed.

- c. Plans for Next Year via PTG – met last week and will meet again in May to continue planning events for 2019-20. Anyone wanting to be involved may contact Nick to be added to list.
  - i. Identify ways to get funds from people outside of the school. Idea: Golf outing.
- d. Parish Involvement towards our Fundraising Goal
  - i. St. Teresa Fish Fry + ?? Event from St. Sebastian Parish
    - 1. We need to develop a consistent plan in conjunction with all parishes in the grouping. A better coordinated effort will help to fundraise and tie the school into their parishes
    - 2. Suggestion: Have students visit partner parishes – host a social after Mass to allow parishioners and prospective families to meet HCA students. Hand-out something after Mass (perhaps during Catholic Schools Week) to help spark the conversation with parents who are unaware of HCA.
    - 3. Festivals – explore how to get involved at St. Teresa’s and St. Athanasius’ festivals. Suggestion to sponsor booth at each festivals as a marketing opportunity.
    - 4. 33 parishes make up NH region. The school should work with a strong parishioner/liason representative as bridge to each parish and to share events, needs, etc. The liason would also identify needs of each parish – the school and parishes can create a relationship where they help one another. Suggestion to begin advertising parish events on the HCA calendar.

**4. Enrollment Update – 78.6% of students in K-8 re-registered. Enrollment is at 82% of current year for Pre-k-8.**

- a. Pre-K3 – several families not re-registering due to start time that conflicts with bussing schedules to other schools. The part-time option also is difficult for families who need fulltime children. Concerns of the young children walking down steps without an adult – it’s unknown if a volunteer parent is still walking the kids down to their classroom.
  - i. When was preschool strongest? In years past, drop-off was at 8:35. Buses are gone by 8:25 and later pre-k time allowed parents able to drop off children in the lower lot. Parents can use before school care in needing earlier drop off.
  - ii. Open audience to get more kids in preschool. Advertise that we’re not “just Catholic” and no longer tied to a parish. Many non-Catholic families still share HCA values. Explore ways to find students outside of the parish grouping.
    - 1. Trends show that once students are enrolled for 3 years, they remain enrolled.
    - 2. Market on how are we different from other preschool options. an academy, with a strong, smaller environment. Less focus on our “product” (where our students go afterwards) during recruiting. They’ll see the product once they’re a part of the school. It’s the community and atmosphere (not just academics) that help to create these results, too.
- b. Suggestion: Track 8<sup>th</sup> grade placement in the Catholic HS. Consider how to track placements from current seniors down to incoming freshman as a marketing tool.

**5. SAC Nominations and Rolling over for next year – terms are typically 3 years. Need to turn over positions for anyone who is not returning and work on transition process for years coming.**

- a. No other NHRCES SAC group opens meetings to parents, HCA is the only one. Parents do bring perspective.

## **6. Middle States Accreditation**

- a. Documentation and Process – Document includes 126 pages on all working aspects of a school. The goal is to identify how the school can become efficient as possible. Outlines the school's mission statement, vision and how systems operate within the school. Demographic information and areas shared by all six regional schools (curriculum, etc.), will be completed by the region for all schools.
  - i. Data gathering on local and regional levels. Process will take entire year.
  - ii. Set goals – Plan will outline what each school would like to accomplish and outline items to help reach those goals. All goals should help to meet mission. Accreditation group is there to validate/assist, but evaluate.
- b. Divide segments for various sub-committees on SAC – this process can guide SAC for next year and help develop and tighten HCA's Catholic identity.

## **7. SAC/Parent voices**

- a. Sacraments – parents asking if students can get permission to celebrate sacraments with their HCA classes as opposed to in their individual parishes. Mr Killmeyer confirmed that sacraments must be handled by the parishes, not the school, and this may become less of an issues as progress is made within the parish groupings.

### SAC Executive Board and SUB-COMMITTEES Updates (10 Minutes)

- c. FINANCE AND DEVELOPMENT – Kristen Gualtieri & Nick Colasante
- d. ACADEMIC AND STUDENT AFFAIRS – Maureen. Josefina & Lauri
- e. SPIRITUALITY AND MINISTRY – Open
- f. NOMINATING – Nick Colasante
- g. BUILDING AND GROUNDS – Patty Duty & John Nastal
- h. PUBLIC RELATIONS AND BRANDING – Rich and Dolf
- i. RECRUITMENT AND RETENTION – Erin Fontana, Sandra Simmons & Leslie Seretti