

# St. Patrick School School Advisory Council (SAC) Minutes

Meeting Date:  
December 7, 2020

Attendees:

Carley Dunphey (Principal), Kathy Droese (Assistant Principal), Frank Law (Dad's Club President), Karen Law (Marketing & Recruitment), Kristy Piper (Mother's Club President), Jill Holton, (Christian Service), Shamus Skelly (Safety & Security), Danielle Bozaan (Whole Family), Kelly Bowers (Whole Child) and James Perry (Technology). Not able to attend: Tom DeKeyser (Facilities)

Agenda Items:

- Call to Order - Principal/Assistant Principal
- Opening Prayer - Principal or designee
- Call to approve prior meeting's minutes - Principal/AP
- Call to approve Bylaws- Principal
- Principal's Report - Principal/Assistant Principal
- Committee Reports - Committee Chairs
- New Business - Council at large
- Closing Prayer - Principal or designee
- Call to Close - Principal

Next Mtg is Wednesday, January 13, 2021.

Opening Prayer and Review of Minutes

SAC voted to approve meeting minutes for October  
SAC voted to approve By-laws  
(Frank make changes for "Whole Family" committee by next meeting)

Principal Update

- Current status of COVID-19- only 4 students in quarantine, no staff positive
- Sent a survey to both parents and teachers to assess how our all-virtual week went- will use that feedback to make tweaks and improvements for the week after New Years
- Read-A-Thon was a success- thank you to the Mother's Club for your hard work and planning
- Chromebook Loaning Program seemed to work well (we loaned about 164 chromebooks for the all-virtual week)
- We will be having two Christmas Masses at the school (4pm and 6:30pm) There will be a limit of 300 people for each Mass
- I will be starting "The Shamrock SONrise" with our 8th graders this week.
- We will be starting reading intervention this week with our first and second graders.

Topics Discussed:

Action Items:

**Kristy Piper -Mother's Club:**

Update:

- Read-a-thon raised \$23,168- Mrs. Dunphey made the news and brought in good PR for the school.
- Amaryllis Sale Raised over \$900 for charity.
- We adopted 2 families from the parish and donated gifts to Mott Children's Hospital with money.
- Moms' Night Out was a virtual charcuterie board class
- Second mtg was a Zoom Call
- Joint Moms/Dads Club mtg has been postponed
- Women's Retreat has has been rescheduled- March 27
- Book fair is virtual
- We will be decorating the gym for Xmas Eve Mass- Looking for help hanging the heavy wreaths and moving the trees.

- ❑ **Carley** will ask Nancy Coffey if Parish is providing flowers for the Masses at the school
- ❑ **Kathy** will ask Craig about the Christmas trees
- ❑ **Kathy** will research tech needs
- ❑ **Carley** will send Kristy a proposal for purchasing two additional "Literacy Footprints" kits (grades K and 2) with some of the funds raised from the Read-A-Thon.
- ❑ **Kristy** will communicate with Frank when they will be decorating and **Frank** will find a couple of dads to assist

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## Topics Discussed:

## Action Items:

### Shamus Skelly- Safety and Security

**Update:**

- Virtual training being explored thru contacts with local public safety agencies.
- Meeting to discuss entry gate being coordinated with parish business manager.
- Mental health resources have been reviewed and forwarded.
- Anonymous email notification to school administrators regarding safety concerns; information can be provided if interested in set up.
- "Crisis Go" info has been forwarded to committee members for review and feedback.
- Collaboration needed with Facilities and Tech chairs regarding looking over camera systems for suggestions on improvements.

- ❑ **Kathy** will coordinate camera walk through for January virtual week.
- ❑ **Carley and Kathy** will review the "Crisis Go" app information along with the mental health resources
- ❑ **Shamus** will continue talk with Ryan Nardozzi regarding an entry gate

### Karen Law- Marketing and Recruitment:

**Update:**

- We discussed the following priorities
- 1) Facebook - will do auction update soon/ need to follow up with administrators for classes and have a zoom call for best practices
- 2) Determined way for teachers to supply images - will follow up with Carley
- 3) Open House - bulletin update and virtual school tour (need to follow up with Carley).

- ❑ **Karen-** will send Carley 3 phone numbers of people to send photos to for teachers
- ❑ Open House Focus- virtual tour and brochure/tri-fold (**Karen** will set up meeting with Carley)

### Jill Holton -Christian Service:

**Update:**

- Discussed decor for Advent, 2nd grade Christian Service Project for Brookdale Seniors, Bell Ringing for Salvation Army, Christmas Eve masses at school, How/Where to showcase pictures of our Works of Mercy at school.
- We will be gearing up for Catholic Schools Week (Jan 31-Feb 6) when we return from Christmas break. This year's theme is Catholic Schools: Faith, Excellence, Service.

- ❑ **Jill** will set up meeting with Mrs. Droese to discuss overall plan and vision for CSW
- ❑ **Jill** will send images to Carley for TV and Facebook (for works of mercy photo sharing)

### James Perry- Technology

**Update:**

Arranging PYE presentations. Identified a list of funders that focus on Christian and Catholic needs. Mrs. Droese is assisting with school portion of Letter of Inquiry.

- PYE-- Virtual option (students had 5-8 last year). Consider 7-8 this year

- ❑ **James** will secure 1/20 (6:30 pm) and 2/4 (9:00 am and 10:00 am) dates and times for PYE (1/21 was initially chosen but that date was taken)

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## Topics Discussed:

## Action Items:

### Frank Law -Dad's Club:

#### Update:

- Approval of the pavilion is working its way through the diocese and managed to get through the parish finance council. As soon as we get final approval, fundraising will commence and we will start the permitting process with the city.
- The nativity went up, and we are waiting to hear about the skating parties (most likely will be a no)

- ❑ **Dad's Club** help with larger item set-up for Christmas Eve mass- **Kristy** and **Frank** will coordinate this

### Kelly Bowers- Whole Child

#### Update:

- We've been chatting via email. Nothing new to report from last update. We are trying to focus on what can be helpful for this year, given the feeling that both staff and parents are overwhelmed.
- How do we best serve during this chaotic time?

- ❑ **Kelly** will reach out to Danielle to determine how they can work together to provide some child and family resources for families

### Danielle Bozaan- Whole Family

#### Update:

- Determining with Covid-19 what we are able to do under school umbrella in support of families with in person get togethers.
- We had our meeting before the new restrictions were advised by Governor Whitmer.
- Is there a way we could support families through online support, and smaller family gatherings (something that would take the burden off the staff as well as social-emotionally support the needs of families at our school)? (This could support the parent-focused curriculum of relevant topics).

- ❑ **Danielle** will send draft email to Carley about Connect Groups

Closing Prayer and Intentions- Principal

## Next SAC Meeting Date:

(All meetings will be from 7:00-8:30 pm in the Staff Lounge)  
Wednesday, January 13, 2021