

Diocese of Saginaw Catholic School Council Meeting Minutes

Date: 12/15/2022	Time: 4-6pm	Location: Center for Ministry & Zoom
Members Present: Deacon Gary Patelski, Chair Deb Bierlein, James Jones, Bob Looby, Pat VanSumeren, Krista Willertz, Katy Pham	Members Remote: Theresa Hessling, Mary Sandula, Marty Schultz, Mike Cavanaugh, Cormac Lynn, Fr. Steve Blaxton, Fr. Andy Booms, Mark Bassett, Lisa Seeley, Mary Kay Yonker, Danielle Tenbusch, Mary Beth Looby	Members Absent/Excused: Pete Shaheen, Bishop Gruss, Joan Ramm, , Melissa Michalski,

Opening: Welcome/Introductions, CSC Prayer

a. Prayer led by Lisa Seeley

Topic: MPSHA School Update

Mary Kay Yonker

1. Details re: [SHA Presentation](#)

Decisions: Discussed how the school is doing and funding their Foundation provides the school. Sacred Heart's Foundation generally distributes 7%.

Sacred Heart Presentation Highlights:

- SHA continues to retain students with 19% enrollment increase since fall 2020
- Parents credit SHA's strong academics, morals/values, small class size
- Financial strengths: supported by SH church, successful SHAgala fundraiser (\$250,000 profit), independent Foundation (has given \$7 million to SHA) & Development Office
- SHA alumni from across the country are very invested in the school; SHS hosts alumni event after Homecoming that draws 300-400 alums
- Retaining teachers is a difficulty for SHA, as public-school teacher salaries are substantially more

Mary Kay left after her presentation

Topic: Review of Minutes from November Council Meeting

OCS Staff

1. Details re: November Minutes approved

Decisions: Discussed posting the minutes on the website after Executive Committee reviews them for sensitive materials. Motion to approve posting after review by Executive Committee was made by James Jones and seconded by Deb. Motion carried.

Topic: Consent Agenda-Council items (information only, if no questions are raised)

1. Details re: Reviewed Council priorities and agenda.

Decisions: Motion to approve agenda was made by Marty, seconded by James, and passed.

Topic: CSM Priorities – Review and Update

Cormac

1. Details re: Discussed plans for Catholic Schools’ Week that include sending thank you letters to teachers and having all board members visit a school event closest to them at some point during the week.

Decisions: No objections. Only general agreement.

Topic: Catholic Identify/ Curriculum

Fr. Steve Blaxton and Krista Willertz

Details re:

- a. Reviewed materials for the ICLE (Institute for Catholic Liberal Education) Discussed the case studies presented for ICLE with increased pedagogy and enrollment. Also discussed what the possible rollout would look like.
- b. Reviewed digital management system, Digital Academy. Discussed the positives of the systems such as shared curriculum, easier transition between schools for pastors, principals, or teachers if they switch between locations, as well as the ability to share lesson plans for the teachers. Questions were raised in terms of cost (would be an increase for both St Brigid and St Mary who use google classroom for free) , integration with Shelby for tuition payments, and review by teachers.
- c. Briefly discussed upcoming principal retreat in February and the planning for the professional day in March.

Decisions: Council members were asked to review case studies and information on ICLE and come to the next meeting with questions. Also, will schedule a meeting with Digital Academy to ensure integration with Shelby and explore other questions raised.

Topic: Marketing Enrollment

Danielle Tenbusch and Marty Schultz

Details re:

- a. Website is also ready and will go live very soon.
- b. Reviewed website proposal from ecatholic for the schools and the grant application from Jolt. Bob Looby shared that a Jolt meeting on December 14th the grant for the websites was approved. Questions were asked about schools who shared a website with the parish as well as other details
- c. Dani will be a website resource to work with those at schools who do websites

d. Dani designed Christmas cards for all diocesan faculty members, with input from Mkt. Committee; card includes message that Mkt. Committee members are praying for faculty members by name

Decisions: Deb made a motion to approve the funding for the school websites for 3 years with the remainder to be retained for unexpected expenses. If there are no unexpected expenses, then the remainder of the monies would be distributed to cover the website costs. Marty supported and motion passed.

Topic: People & Governance

Pete Shaheen / Cormac

Details re: Reviewed Parish- School Covenant draft. Questions were asked about how it would apply to schools with governing boards. Deb raised some questions concerning the financial outlined in the covenant. Deb and Cormac will meet to discuss. Deb wants to revisit with the Finance committee.

Decisions: Will present to the Bishop’s cabinet and review the financial aspect as well.

Topic: Financial Vitality

Bob Looby

Details re: Discussed applying that Key Performance Indicators that Nouvel has used to other schools. Some schools have 1 department and others have 200 so it is very difficult to compare. Discussed reviewing and creating some standards so that KPI can be determined. Meetings are currently being scheduled for the Investment in Excellence 2.0.

Decisions: None

Topic: Executive Committee

Deacon Gary

Details re: Noted the Project deadline. Next Executive meeting is January 19 and would like to have a draft on the timeline by then.

Decisions: None

Topic: Superintendent Update

Cormac

Details re: Briefly reported on his presentation to Bishop’s cabinet and the results of the application to CCFMM Grants Committee. Basically, based on current definitions being applied, none of the school grants with CCFMM can be used for this incitive. Funding will have to be found elsewhere.

Decisions: None

Topic: Chair Comments

Deacon

Details re: Will have meeting schedule by May 24th. Will be inviting Lisa (ASC) to the June meeting.

Decisions: None

Topic: Upcoming Council Meetings

Deacon

- 3/16/2023, Diocesan School Council- St Mary Alma. Also school presentation.

<ul style="list-style-type: none"> 6/8/2023, Diocesan School Council- Center for Ministry
Topic: Adjournment
Decisions: Pat motions to adjourn having no other topics to discuss. Deb seconds and the motion passes.

<i>Action Items</i>	<i>Name</i>	<i>Deadline</i>