

Principal's Advisory Committee Minutes of Meeting

Date: October 8, 2016

Venue: Holy Angels School Library

Attendees: Tonya Forbes, Deacon Tim White, Margaret Vagnoni, Beth Baker, Pat Gengler, John Cebulski, Bridget Stanislo, Bridgette Oester, Jeff Roberts

Minutes Taken: Tonya Forbes

Topic	Presented By	Discussion Item	Decision	Action Needed	Deadline
Opening Prayer	Tonya Forbes				
Introductions	Tonya Forbes				
Enrollment	Tonya Forbes	Current enrollment is 455 students.	None needed.	Continue marketing efforts and school tours.	Ongoing
Meitler Study	Tonya Forbes	The Meitler Study was commissioned by the Bishop to review the future vitality of Catholic schools in the Diocese of Rockford.	A special meeting will be held in Rockford to share the preliminary draft of the plan for the future.	Members need to check schedules to see if they are available to attend this meeting.	10/21/16

Topic	Presented By	Discussion Item	Decision	Action Needed	Deadline
Profile of School Finances	Tonya Forbes	Each year the Diocese compiles information concerning school finances in comparison to the deanery, diocese, and nation.	In comparison, Holy Angels' tuition income is higher than the deanery, diocese, and nation. Parish support and other income is below the national average. Holy Angels' expenses (salary, benefits, instruction, and building/grounds) are comparable to deanery, diocese, and nation. The percentage of ordinary income provided from the parish and per pupil cost is substantially lower than the deanery and diocese.	The report substantiates that the school is financially sound with far less support having to come from the parish to maintain instructional services than other schools in the deanery and diocese.	

Topic	Presented By	Discussion Item	Decision	Action Needed	Deadline
Religious Instruction	Beth Baker	A parental concern was raised as to the amount of time spent in religion classes as well as the lack of Father Lavan's presence in classrooms teaching.	The time devoted to religion class is within the guidelines set by the Diocese. At Holy Angels religion is not an isolated subject but rather infused within the entire school day. Students pray at the beginning, middle, and end of the day. Junior high students pray at the beginning of each period. Many technology, art, and music projects are based on Catholic objectives (research a bishop, a saint, a hymn, etc.) Father Lavan is present in the school and at after-school activities. Father Canova is the assigned school liaison and supports the teachers in their efforts to teach the faith.	Beth will review the committee's findings with the parent.	11/19/16

Topic	Presented By	Discussion Item	Decision	Action Needed	Deadline
Self-study	Tonya Forbes	On a periodic basis, the school is evaluated by a team of Diocesan representatives to insure compliance with Diocesan Standards of Excellence. This study will be Tuesday, October 25.	<p>Areas for improvement:</p> <p>Catholic identity -</p> <ul style="list-style-type: none"> • insure that all grade levels begin the afternoon with prayer • Spiritual Enhancement Committee efforts should be reevaluated <p>Mission statement</p> <ul style="list-style-type: none"> • Promote to new parents • Review periodically • Submit more school news to parish <p>Leadership</p> <ul style="list-style-type: none"> • Continue efforts to communicate directly with staff in a timely manner <p>Curriculum</p> <ul style="list-style-type: none"> • Reexamine goals of preschool to be aligned with rigors of kindergarten • Share ways that parents can support education at home particularly in the younger grades 	PAC member interviews to be conducted with the Evaluation Team.	10/25/16

Topic	Presented By	Discussion Item	Decision	Action Needed	Deadline
			Environment <ul style="list-style-type: none"> • Building should be handicapped accessible Physical Plant <ul style="list-style-type: none"> • Each classroom should have a telephone • Reminders should be given about drop off procedures 		

PAC Members: Deacon Tim White, Margaret Vagnoni, Jeff Roberts, Bridget Stanislo, Bridgette Oester, Pat Gengler, Beth Baker, John Cebulski, Chuck Kilby

Next Meeting: November 19, 2016