

**Attendance:** Amanda Matczynski, John Helfenberger, Jared Saindon, Beth Kanning, Regina Connolly, Bob O'Donnell, Jenny Johns, Gina Ellis, Carrie Zehms, Katherine Longly, Ethan Smith, Jeffrey Young, Alex Wolf

**Excused:** Patrick McKeown, Joe Mongin

**Call to Order:** 6:34pm      **Opening Prayer:** Amanda

**Acceptance of August, 2021 agenda:**

1. Call to order by Amanda - Introductions
2. Opening Prayer by: Amanda
3. Acceptance of August's agenda
4. Treasurer's Report – Amanda (for Michael)
5. Acceptance of July minutes - Jared
6. State of the School (SJPII) Report by Alex Wolf
7. State of the School (Chesterton) Report by Patrick McKeown
8. Teacher Representative Update by Jenny Johns
9. Old Business Updates:
  - a. Teacher/Staff Wish Lists for 2021/2022 - Amanda
  - b. SAC Organizational Updates - Amanda
    - i. Yearly Calendar
    - ii. Job Descriptions
  - c. Fundraising for 2021/2022
    - i. Virtue Walk (September 2021) – Beth Kanning
    - ii. Calendar Raffle (October – December 2021) – Beth Kanning
    - iii. Oratory Request Letter – Ethan Smith
    - iv. Playground Update for SJPII (EC – 3<sup>rd</sup> Grade) – Gina Ellis & Committee
10. Closing Prayer - Amanda
11. Next meeting: September 23<sup>rd</sup> with an Opening Prayer by: Gina

Motion to accept: John      Second: Gina      All members in favor: Motion passed

**Treasurer's report:** (Read by Amanda):

Going forward, Michael will track expenses in a more detailed manner than has been done in the past.

Expenses for Atrium will be itemized for example. Michael will maintain a spreadsheet that SAC members will have access to. Michael will present every month at SAC.

Motion to accept: Jeff            Second: Jared            All members in favor: passed

**Acceptance of July minutes:**

Motion to accept: Jenny            Second: John            All members in favor: passed

**State of the school (Alex):**

**SJPII:** It was a hot day but we made it through the first day of school. We had the least amount of problems with this first day than any others during Alex's headmastership. Kids adjusted very well. About 150 kids are enrolled in both SJPII and Chesterton. Alex emphasized the importance of getting the word out about pickup for SJPII kids. Parents need to get them into vehicles right away in order for the pickup to continue to be smooth now that we are bigger. Hopefully this continues and we will not have to implement something like a single file vehicle pickup which would add wait time for all.

**Teacher Representative Update (Jenny):**

Nothing new to report

**Old business updates:**

**Scrip:** At the meeting scheduled Wed, September 8th for Scrip, we will combine information about our Scrip program and other fundraising efforts. Amanda will get details to Alex to include in the Angelus. Amanda spoke to Sue at the Oratory about Scrip. She is very knowledgeable and can come to SAC to talk. Sue will provide Regina with data regarding purchasing demographics, patterns, etc. Gina asked how a family can designate their Scrip profit to go to another family. Amanda will discuss this with Sue.

**9a:** Amanda: We have about \$13,000 extra from last year's fundraising and we asked teachers what they need. Some requests were too expensive, but others were items we can move on such as a vacuum for the Atrium, books, whiteboards, etc. Alex and Amanda will discuss next week which items we will purchase. So far these items seem like they will come in at about \$6,000. The thinking is to split the remainder into extra funds for the playground and funds to keep on hand.

**9b - i:** Amanda circulated an example of an annual planning calendar for SAC with responsibilities and start dates for key fundraising efforts. She will email this to SAC members and we will consider and provide feedback prior to the September meeting. Alex commented that other SAC groups within GRACE that have been operating longer than we have are very organized and also handle tasks that we are currently delegating to the SJPII office. We should consider offloading these things.

**9b - ii:** Amanda will email the draft SAC job descriptions for SAC to consider.

**9c - i:** Virtue Walk (Beth): Beth and Joe will lead a "phone-a-thon" for the calendar raffle to pursue leads we have from past supporters. Envelopes will be going home with kids Monday. We discussed simplifying the Virtue Walk by keeping it somewhat local to the school grounds and forgoing busing to McCauliffe park. Jenny suggested recruiting priests we know for a Eucharistic procession. Bob suggested that parishioners be invited to take part in the Virtue Walk and that we place a notice in the parish bulletin about it. Alex and Beth will consider these things.

**9c - ii:** Calendar raffle (Beth): We have 1,000 calendars from GRACE. The drive kicks off next week. We can sell until the end of December. Bob recommended the idea of a "mini-open house" to encourage parishioners to walk through and see the school after the GRACE appeal masses. Question about how many calendars we should ask each family to sell. 15 like last year? 20?

Motion to ask for 20: Jeff      Second: Carrie      All members in favor: passed

GRACE will be making an annual appeal to parishes. A site (SAC) can reduce its fundraising goal if members will speak at a parish. We should consider speaking at St. Phillips parish. The weekend of September 18/19 is a slot we could take advantage of. Bob recommends that it be someone from the school. Jenny suggested that we could invite parish members to the SJPII Presentation days in an effort to bring the school and the parish closer. Carrie suggested prayer partnerships between students and parishioners.

**9c - iii:** Oratory Request Letter (Ethan): The draft of the letter is complete and Ethan will give this to Canon Boucheron when he returns from Europe. Ethan estimates we should be able to send the letter to Oratory members by fall.

**9c - iv:** Bob contacted Bill Noel about the playground who responded with lots of technical questions for us about the dimensions of the equipment, preparation of the site (removing trees), etc. Bob indicates that we may be able to recruit volunteer labor (which would foster a sense of ownership) from the parish but the parish will not be able to provide financial help. Gina is working with a company that can provide playground designs. Gina will forward Bill's questions on to facilitate the collaboration. At this time Bob indicates that we can proceed with a proposal to present to the parish council.

**Closing Prayer:** Amanda

**Adjourned:** 7:45pm

**Next Meeting:** Thursday, September 23, 6:30pm