

Minutes

Atlanta Archdiocesan Schools' Advisory Council Meeting

March 13, 2018

In Attendance: Diane Starkovich, Rebecca Hammel, Connie Urbanski, Brad Wilson, Marcos Arias, Fr. James Duffy, Fr. John Walsh, Mark Uebelacker, Brian Weick, Robert Heilmann, Maureen Schumacher, Betsy San Miguel. **By phone:** Craig Wade, Paula Brosnan, Augusto Elias. **Absent:** Diedra St. Julien, Jeff Thomas **Guest:** Lauren Schell, Principal – Holy Redeemer Catholic School

- **Welcome & Opening Prayer**

Marcos Arias called the meeting to order and Diane Starkovich led the council in an opening prayer.

- **Approval of Agenda**

Marcos asked for a motion to approve the agenda. The motion was given and seconded.

- **Approval of the January 2018 Meeting Minutes**

Marcos asked for a motion to approve the November 2017 meeting minutes. The motion was given and seconded.

- **Lauren Schell, Principal – Holy Redeemer – Presentation of School's Strategic Plan**

Lauren Schell handed out to all council members a copy of the 2018-2023 Holy Redeemer Strategic Plan as well as the power point slide presentation. Mission driven with a focus on students not teachers is how she described the new plan. The mission statement was changed slightly to make it less wordy but conveying the same message. Lauren spoke of the process of updating the strategic plan which included: surveying stakeholders, examining data, forming committees, formulating suggested goals, submitting goals for review and revision, publishing the strategic plan document, planning and implementing action steps, checking goal progress and revising as necessary. Lauren said this process aligns with NCEA recommendations.

Lauren went over the survey questions given to staff members and parents and said they were written intentionally to be non-specific in order to allow stakeholder opinions. This data, along with the data from the past 3 years of surveys on Catholic Identity, as well as the Program Effectiveness survey conducted in the 2016-17 school year (which also reflected student opinions) were examined and analyzed.

Four Main Strategic Planning Topics were established which include: Catholic Identity, Curriculum and Instruction, Finance & Operational Vitality. Committees were formed based on these four topics. Each committee was given its responsibility along with data and survey responses related to their topic. Goals were established and reviewed by administration and then by Dr. Starkovich where an additional goal was given based on the archdiocesan survey results. Final production was reviewed before publication. Lauren said an action plan for each goal is currently being created. She then opened it up for questions. Lauren was applauded on her excellent job on Holy Redeemer's strategic plan

- **Strategic Plan Draft – Discussion**

Diane said she hoped everyone had time to read over the Office of Catholic Schools' Strategic Plan Draft for 2018-2023 and opened it up for discussion. Marcos asked Diane if she had thought about posting it online to get feedback. Diane's concern in making it available to the public is the time factor. Fr. Duffy suggested presenting it at the deanery meetings. Diane will check with Archbishop Gregory for any recommendations on distributing the plan and receiving any additional input from the clergy.

- **Superintendent's Report**

Diane thanked all those who were present for the AdvancED interviews. She said over 230 stakeholders were interviewed. Also, over 100 classroom observations were conducted and eleots completed from those observations. Diane said she felt the visit went very well and that we should receive the full report within 45 days of the visit's conclusion.

The Job Fair was held on Saturday, February 24th here at the Chancery where less than 40 job candidates showed up. The numbers have continued to decrease over the last few years. The principals' suggested we go to an on-line application process and discontinue the job fair.

Diane said school budgets are still getting approved and that principals are being conservative in estimating their enrollment for next year stating that many schools have a lower number of applications.

Archbishop Gregory approved the hiring of a Director of Marketing and Enrollment in the OCS. Since CENGI will be funding this position, the CENGI board will also need to give a formal approval.

Cathy Lancaster, current assistant principal at Blessed Trinity, has been hired as BT's new principal effective July 1, 2018. A position of President at Blessed Trinity will be posted later this fall for school year 2019-2020.

Tricia Ward, principal at Christ the King School, is retiring at the end of this year and a principal search in taking place at this time. From the applicants received, Monsignor McNamee and Diane will choose several to be interviewed in early April. An interview team has been put together by Monsignor McNamee.

After several years of dedicated service to GRACE Scholars, Inc., David Brown, its Executive Director, will be retiring this summer. The position has been posted in hopes to interview qualified candidates in April. Since GRACE serves the entire state, the superintendent from the Diocese of Savannah will also sit on the interview committee and a hiring recommendation will be sent to Archbishop Gregory and Bishop Hartmeyer. The new director will assume his/her duties on July 1, 2018.

- **Committee Reports**

Marketing – Marcos said the Archdiocesan-Wide Marketing Plan is still in progress. Brian Weick continues his work with St. Joseph's in Athens and St. Mary's School in Rome. Marcos complimented the ads which appeared in the Georgia Bulletin and thanked Rebecca Hammel for her good work.

The Welcome Grants will be offered again this summer. Students who received the first batch of welcome grants will be rolling off this year. There was a discussion on the status of the Church and how it has affected enrollment in Catholic Schools.

There was a brief discussion on how 529 Plans can now be used for K-12 tuition costs. Diane said while this sounds like a good deal, it could affect those who would normally qualify for financial aid. Also, we would not want the schools to be required to administer tax forms therefore procedures would need to be put in place on how to best handle those paying tuition through this means.

Nominating Committee – Mark Uebelacker asked that council members submit recommendations to him via email for candidates to serve on this council next year. There are several members with expired terms and the vetting process needs to begin soon. Mark also mentioned that he expects 100% participation in the self-examination survey that will be distributed to members soon.

- **Visits to Local School Council Meetings**

St. Jude – Maureen Schumacher visited St. Jude's on February 12, 2018. The agenda and committee reports were provided at the meeting. The meeting was run by the principal as the chair was delayed on a business trip due to weather. The council was well engaged and informed and input was provided by all present and decisions were made. No clergy was present. Subjects of discussion were Uniform Modification, Evolution of the PTA with a focus on community building, Middle School Block Schedule to support STREAM and Strategic Planning.

Holy Redeemer – Paula Brosnan visited Holy Redeemer on Monday, February 5. She said the meeting started on time and was very productive and positive. The school has student openings particularly in lower grades.

Immaculate Heart of Mary – Betsy San Miguel visited IHM on January 25, 2018. The meeting was well run with all protocols followed and members were very engaged. There was discussion on the fire hydrant issue which Catholic Construction Services is handling. Also, much discussion and enthusiasm was given to the upcoming 60th anniversary celebration. Enrollment is holding at IHM.

Our Lady of the Assumption – Mark Uebelacker visited OLA on January 29, 2018. Meeting was very well run and all protocols followed. Fr. Jim Duffy was present at the meeting. An update was given on the cafeteria renovations and the capital campaign supporting this endeavor. In addition to the new cafeteria, OLA will use Sage Dining Services to provide hot lunches to students each day. A discussion followed about stock donations as gifts for annual funds, endowment etc.

- **Revisions to Council By-Laws**

Diane said the By-Laws were revised to include a Strategic Planning Committee and a Technology Committee on each school council

- **Future Business**

- All council members were reminded that Election of New Officers will take place at the June meeting.
- Everyone was reminded and encouraged to participate in the Council's Self-Assessment.
- National School Walk-Out Movement was happening Wednesday, March 14. Our schools will not participate in the walk-out but instead show their support and solidarity by honoring the 17 students who died in the Florida school shooting with a mass, prayer service, rosary, or adoration.
- Most of the schools will be on Spring Break the week following Easter.
- The Chancery will be closed for the Easter Holidays from 2pm on Wednesday, March 28th through Easter Monday, April 2nd.
- The Chancery will also be closed on Tuesday, April 3rd for the ordination of Bishop-Elect Joel Konzen.

- **Adjournment – Time and Place of Next Meeting**

The meeting was adjourned at 9:05am. The next meeting will be held on June 12, 2018 from 7:30am until 9am.

Respectfully submitted,

Debbie Wheeler, Schools Program Specialist