



# School Advisory Council

September 10, 2025  
Minutes

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## 1. Call to Order

The meeting was called to order by the Chair. Mrs. Shannahan introduced Father Gregory, who led the opening prayer.

## 2. Opening Prayer

Father Gregory offered the opening prayer, invoking God's blessing on the Council, students, families, and faculty.

## 3. Approval of Prior Minutes

The Chair asked for questions or concerns regarding the minutes of the previous meeting. With no objections raised, the minutes were approved as presented.

## 4. Principal's Report (Mrs. Shannahan)

- **Enrollment:**
  - K–8: 140 students
  - Preschool: 38 students
  - Total: 178 students
- **Marketing & Advertising:**
  - Advertising in the diocesan directory is underway.
  - Community News outreach continues.
  - Family Yard signage installed.
  - Considering a table at the Belong Conference (\$600), with the option to include promotional materials in attendee gift bags.
  - A campus photographer completed pictures with grandparents and in classrooms.
- **Facilities & Projects:**
  - Backpack hooks and bookshelves completed.
  - Flooring scheduled for installation during October conference weekend.



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- **Back-to-School Night:**
  - Grade K-5 feedback was positive.
  - Grades 6–8 feedback was negative due to length and format. A revised middle school format will be developed for next year.
- **Benchmark Testing:**
  - Results identified many students below grade level.
  - Approximately 50 students assigned i-Ready reading lessons;
  - Entire 1st grade class assigned i-Ready reading to address identified gaps.
- **Math Placement:**
  - Seventh grade divided into two groups: one on-level and one accelerated.
  - Approximately 96 students assigned i-Ready math lessons to get caught up to i-Ready grade level.
- **Security:**
  - Parents Patrol is active during recess.
  - Parents monitor church entry doors during all-school Mass.
- **Faith Formation & Retreats:**
  - Middle School Retreat (theme: *Servant Leadership*), with introduction to the Liturgy of the Hours was successful.
  - Faculty faith formation retreat with Bishop Golka (theme: *Sharing our gifts; better to give than receive*).
  - Mission Effectiveness retreat ongoing; next session October 31.
  - Grandparents' Day successfully held, with volunteers providing decorations and refreshments.
- **Upcoming Events:**
  - Gala/Autumn event scheduled for next week.



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## 5. Safety and Security Discussion (Father Gregory & Council)

- Concerns were raised regarding recent school incidents in Colorado and Minnesota.
- Law enforcement contacts have been engaged to improve awareness and policy.
- A security update was recently distributed to families, with future updates planned.
- **Key Dates:**
  - **October 6–10:** Clergy retreat → No school Mass this week. School may hold a rosary instead.
  - **October 20–24:** Church lighting replacement project (scissor lifts, fixtures). Recommendation: No student Mass on October 21 due to safety concerns; alternative rosary to be held.
- Members suggested including a regular security update in weekly newsletters to reassure families.

## 6. Secretary & Committee Membership

- With no volunteers for secretary, the Chair will serve in this role for the year.
- Committee assignments will be distributed to ensure balanced coverage. Members who have not chosen a committee will be assigned, with flexibility to swap later.
- **Committees identified:**
  - Marketing
  - Catholic Identity (new member: **Mercy Lane**)
  - Academics (full)
  - Safety & Security/Facilities (Chair: **Anne-Marie**, returning)

## 7. Council Focus Areas

The SAC has been asked to emphasize **Marketing** and **Catholic Identity** this year, while continuing to monitor **Academics** and **Safety**. The Council agreed that when addressing



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issues (e.g., academic gaps), efforts should also highlight successes and improvements as part of the school's messaging.

## 8. Marketing Committee Report (John Thorpe, Chair)

- The committee's role is to support other committees by translating technical or academic content into parent-friendly messaging.
- Initial focus will be on understanding why families leave and improving retention.
- Proposed actions:
  - Establish working sessions and regular cadence with other committees.
  - Strengthen parish–school unity by reintroducing community events (e.g., Bingo nights, cultural dinners).
  - Explore outreach to families in new Monument housing developments.
- **Discussion Points:**
  - Parents expressed concern about benchmarking data and comparisons with public school scores (e.g., D38).
  - Council noted that differing tests (i-Ready vs. CMAS) make direct comparison difficult.
  - Ideas included highlighting student growth over multiple years, reporting progress of long-term enrollees, and gathering feedback from high schools on student preparedness.
  - Emphasis placed on messaging: demonstrating value through interventions, academic growth, and faith-based education.

## 9. Academic Interventions Report

- **Math Interventionist:** Certified teacher (Chelsea) serving K–8, implementing *Math-U-See* for small-group support.
- **Reading Interventions:**
  - *Orton-Gillingham* fully implemented in K–3.
  - Fidelity to implementation confirmed.



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- **Benchmarking:**
  - Next test scheduled for December; final benchmark in April.
- **Advanced Learners:**
  - Limited resources available; differentiation handled at the classroom level.
  - Identified as a gap for future improvement.

## 10. Action Items

1. **Chair/Secretary** – Send committee assignment emails; establish size caps to ensure balanced coverage.
2. **Principal/Admin** – Publish security updates in newsletters; confirm alternative to student Mass on Oct 21; announce no Mass during Oct 6–10 clergy retreat; continue benchmark/academic interventions.
3. **Marketing Committee** – Schedule first working session (week after next); draft community unity plan; explore outreach to Monument housing; develop data storytelling approach.
4. **Academics** – Implement interventions (Math-U-See, OG); monitor December benchmarks; explore strategies to support advanced learners.

## 11. Closing Prayer

Father Gregory led the closing prayer, asking for God's protection over the school community and especially the children.