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| **Topic** | **Content** | **Person responsible** | **Timing** |
| Call to Order |  Agenda Review Attendance/Quorum Declaration Opening Prayer  Mission | Judy HegelundMatt NeelyAllAll | 6:00 pm – 6:05 pm |
| * Meeting called to order at 6:00pm
* In attendance: Judy Hegelund, Matt Neely, Rachel Tindall, Tonia Hasani, Rene Evans, Matt Floore, Capri Hiovich, Bethany Rotole, Trina Santa-Ana Kristen Baradihi, Fr. Brian
* Not present: Vinny Sinacola, Jon Myers, Kim Myers
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| **Topic** | **Content** | **Person responsible** | **Timing** |
| Chairperson’s Report |  Parent Code of Conduct Roll Out Strategy and Enforcement | Judy Hegelund, Matt Neely, Bridget Hondzinski | 6:05-6:30 |
| * A small group from the Strategic Planning Committee quickly drafted the new Parent Code of Conduct policy.
* The policy was reviewed and supported by Mr. Myers, Mrs. Hondzinski, Mrs. Vandercruyssen, and Mr. Durkin.
* The board of directors unanimously approved the policy and requested it be shared with current families by the end of the calendar year.
* The policy, along with a contextual letter, will be mailed to families in mid-December and will take effect on January 1, 2025.
* A link to the policy will also be included in the Weekly Wrap, noting its distribution by mail.
* School administration will create a list of school events, including off-site and PTG events, and ensure at least one administrator is present at each to handle parent escalations.
* Starting with the 2025-2026 school year, the policy will be part of the re-enrollment process, requiring parents to confirm their commitment annually.
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| **Topic** | **Content** | **Person responsible** | **Timing** |
| Vice Chairperson’s Report | Approval of Minutes | Matt Neely | 6:30 pm – 6:35 pm |
| * Meeting minutes were approved by all present
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| **Topic** | **Content** | **Person responsible** | **Timing** |
| Pastor’s Report (if present) | AOD and Family of Parish Updates | Fr. Brian | 6:35 pm – 6:45 pm |
| * Reconciliation on 12/2 was well-received by all attendees.
* French and Associates confirmed that the NC facility is in good condition and helped prioritize capital expenditures for the coming years.
* There is a request for the priests to be more involved in the children’s daily activities, such as joining them for lunch when possible. Fr. Brian will communicate this request to the other priests.
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| **Topic** | **Content** | **Person responsible** | **Timing** |
| Governance and Leadership | Progress against LTP objectivesPTG Athletic Advisory Committee Update | Bridget HondzinskiTrina Santa Ana/Kristen BaradihiTBD | 6:45 pm – 7:00 pm |
| * A proposal was made to combine Trunk or Treat and Fall Festival into a single event in the future.
* The Fall Festival continues to be well received and enjoyed by families.
* The Mother's Event was successful and positively received.
* The Christmas gift shop begins on 12/3.
* Staff gifts are in the planning stages.
* Staff appreciation decorations are complete, with the "Kindness of Christmas" initiative starting on 12/9.
* Family Dinner Night is scheduled for 12/4.
* Skate Night is set for 12/6.
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| **Topic** | **Content** | **Person responsible** | **Timing** |
| Mission and Catholic Identity | Progress against LTP objectives | Bridget Hondzinski | 7:00 pm – 7:15 pm |
| * Mrs. Hondzinski filled in for Mrs. Myers during her absence today.
* According to recent student surveys, 92% of students understand the true presence of Jesus in the Eucharist.
* An all-school service day is scheduled for the Catholic Schools Week (CSW) Mass in January.
* Adoration at St. Mary will be held immediately after Mass on the first Thursday of each month.
* Family Dinner Night is scheduled for 12/4.
* Skate Night is set for 12/6.
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| **Topic** | **Content** | **Person responsible** | **Timing** |
| Academic Excellence | Progress against LTP objectives | Bridget Hondzinski | 7:15 pm – 7:30 pm |
| * The school is applying for the Margaret Costello grant for the next academic year.
* The focus is on easing the transition between the two campuses for 3rd and 4th grade students. Mrs. Hondzinski is actively working to identify and address any challenges. A plan to allow families to visit South Campus earlier for 3rd grade families is in development.
* The Academic Excellence team is working on a program to provide professional learning, mentorship, and leadership opportunities for teacher-to-teacher training. They are assessing the financial requirements for this initiative.
* STAR benchmark scoring was adjusted by STAR Renaissance, not HFRS/AOD, as part of ongoing national scoring recalibration.
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| **Topic** | **Content** | **Person responsible** | **Timing** |
| Operational Vitality | Progress against LTP objectivesFinance Council Update | Bridget HondzinskiTonia Hasani | 6:45 pm – 7:00 pm |
| * The early draft budget has been completed, and the school board approved a small tuition increase for the 2025-2026 school year.
* The PA system installation is complete.
* Alumni data has been uploaded to Razor's Edge.
* The volunteer policy raised $42K in charges from families who did not fulfill their volunteer requirements. Matt Floore and Capri are exploring ways to incentivize family participation in larger events.
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| **Topic** | **Content** | **Person responsible** | **Timing** |
| New Business | N/A | All | 7:45-8:00 pm |
| * No New Business
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| **Topic** | **Content** | **Person responsible** | **Timing** |
| Adjournment | N/A | Judy Hegelund |  |
| * Adjourned at 7:46pm
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