

- **Approval of Meeting Notes and Action from 12/4 Meeting:**
  - Individuals who filled in volunteer forms at December board meeting have all been individually followed up with by most applicable committee reps
  - SAB portal on school website is operational and accessible by public at <https://www.sifschool.net/school-advisory-board/about-us/>
    - Some edits still in progress, but sections on SAB Purpose and Structure, Objectives, Members and Bios, Meeting Schedule, and Meeting Guest Protocol have been posted
    - Open items: (1) Joe/Carrie to continue to work with Delphine on formatting; (2) SAB member headshots and educational background to be sent to Carrie
- **Guest Update from Holy Name Society / Athletic Board representatives**
  - Sean Slevin shared updates on several recent successful events, fundraising efforts, and gym upgrades
  - Group discussed ways the different parish organizations can collaborate.
  - Action discussed: Reinstitute the calendar meeting by August 1<sup>st</sup> of each year for parent organization leaders to plan the year and ensure key events and fundraisers are properly spaced and communicated. Owner: Mary to discuss calendar meeting with Marsha.
  - Board previewed how several already identified shared priorities will be incorporated into school board's strategic planning efforts over coming year
- **Pastor Update (Fr. Ken)**
  - Already great progress and results showing for Maura in principal role within a short time
    - Has instituted a weekly leadership meeting among team of herself, Pat Reed, Elena Chermak, and Fr. Ken to support a cohesive vision and management of school
    - Clearly working to improve culture and morale amongst faculty, staff, and students
  - As was discussed at December board meeting, principals are all on one-year contracts, renewable every February; given recent change, evaluation for extension of contract will be postponed, simply to give more time.
  - In response to a question raised, Fr. Ken reiterated that the Archdiocese does not have any right to administer, oversee, direct, or take funds raised through specific school organizations and endowments for St. John Fisher Parish; aside from a share of the weekly offering that is due to the Archdiocese for various administrative services it provides to every parish, all funds raised by the parish and school remain in the parish and school.
- **Objective 2 – Principal Update (Maura)**
  - **Catholic Schools Week:** Kicks off with 10a family mass on Sunday, 1/27. Homily by Maura Nash. New families welcome to tour the school and meet the early education teachers at 9a before mass. All families welcome to Open House after mass. Come support!
  - **Teacher Evaluation Process:** Maura's recommended to the Archdiocese a plan to bridge from current evaluation process to long term adoption to Danielson. Top priority for administration and teachers is direct and consistent feedback and evaluation to inform continuous learning and top performance.
  - **Budget and Curriculum Updates** postponed due to time
- **Objective 3: SAB Member Review of SJF SAB bylaws**
  - Review completed and consensus achieved
  - Open items: (1) Joe to re-circulate ratification-ready version; (2) Board to formally approve at next meeting, after which By-laws will be ill be posted on SAB web portal
- **Objective 4: Committee update:**
  - Communications Committee: Newsletter Template and Design completed. Newsletter in progress to hear the great things happening at SJF from a variety of stakeholders. More to come soon!