



# SJF School Board At-a-Glance

Working together to achieve our shared goals

## 2021-2022

**School Advisory Board: Contact – [sjfsab@gmail.com](mailto:sjfsab@gmail.com)** Advises the school and parish leadership teams on issues related to the school's mission effectiveness, strategic planning, marketing & communications, and financial management. Main objective is to execute specific tasks and project work identified by the Principal and Pastor.

Committees	Tasks	Leader/School Contact	Notes/Updates:
<b>Marketing and Communications:</b> Promotes transparency and active, efficient dialogue among School and Parish stakeholders and monitors marketing and enrollment initiatives in the public realm.	<ul style="list-style-type: none"> <li>School Website</li> </ul>	<ul style="list-style-type: none"> <li>Megan Scarsella/Del Maxwell</li> </ul>	<ul style="list-style-type: none"> <li>Partner with school to improve school website &amp; make mobile friendly</li> </ul>
	<ul style="list-style-type: none"> <li>Welcome Committee</li> </ul>	<ul style="list-style-type: none"> <li>Carrie Nowicki/Kelly Robinson/Katie Fadden</li> </ul>	<ul style="list-style-type: none"> <li>Welcome and connect new families &amp; homeowners to SJF Parish and School</li> </ul>
<b>Mission Effectiveness:</b> Ensures that Catholic identity and faith-based values are central to School's mission and maintains strong connection between School and Parish and Alumni through support for and coordination of Parish-wide service projects and sacramental experience	<ul style="list-style-type: none"> <li>Parish Newsletter</li> </ul>	<ul style="list-style-type: none"> <li>Mary Kopale/Mary Margaret</li> </ul>	<ul style="list-style-type: none"> <li>Quarterly outreach to Parishioners without students to share SJF news and support needed (Mary)</li> <li>Partner with rectory to create and expand distribution list to all stakeholders including Alumni &amp; Friends of Falcons (Mary)</li> </ul>
	<ul style="list-style-type: none"> <li>Alumni Database</li> </ul>	<ul style="list-style-type: none"> <li>Cara West</li> </ul>	<ul style="list-style-type: none"> <li>Partner with rectory and school to create alumni database. Leverage "class captains."</li> </ul>
<b>Strategic Planning:</b> Assists in competitive benchmarking and setting long-range goals to ensure the constant improvement and related sustainability and vitality of the school.	<ul style="list-style-type: none"> <li>Development/Fundraising</li> <li>Establish The Fisher Falcon Education Foundation</li> </ul>	<ul style="list-style-type: none"> <li>John O'Connor /Fr. Ken &amp; Maura Nash</li> <li>Joe Goldrick/Carrie Nowicki &amp; Foundation Board of Directors</li> </ul>	<ul style="list-style-type: none"> <li>Lead/Coordinate Spring Dinner Dance in support of The Fisher Falcon Education Foundation</li> <li>Establish a nonprofit organization aimed to help raise funds and issue funds for the benefit of SJF.</li> </ul>

	<ul style="list-style-type: none"> <li>Plan: Benchmarking &amp; Plan Management, Family Engagement</li> </ul>	<ul style="list-style-type: none"> <li>Katy Spreitzer/<i>Maura Nash</i></li> </ul>	<ul style="list-style-type: none"> <li>Conduct annual roundtables and volunteer fair</li> <li>Benchmark to help raise the bar at SJF</li> <li>Partner with School on Academic Excellence objective with a focus on family engagement and common experience</li> </ul>
	<ul style="list-style-type: none"> <li>Facilities: Long term Space Planning &amp; Campus Improvement</li> </ul>	<ul style="list-style-type: none"> <li>Tim Bush /<i>Maintenance Leader</i></li> </ul>	<ul style="list-style-type: none"> <li>Lead Facilities &amp; Grounds Committee</li> <li>Review maintenance needs and assist staff and budget / development teams to prioritize projects and estimate costs</li> </ul>
<p><b>Financial Management:</b> Monitors the School's financial and physical resources and assists in regular financial reporting to the School and Parish community.</p>	<ul style="list-style-type: none"> <li>Budgeting &amp; Reporting</li> </ul>	<ul style="list-style-type: none"> <li>Joe Goldrick/<i>Linda Murray</i></li> </ul>	<ul style="list-style-type: none"> <li>Create and review parish org budget form and coordinate with finance bd to implement new budget process (Aug 31<sup>st</sup> goal)</li> <li>Revamp bookkeeping</li> <li>Produce quarterly budget/financial review for leadership and board</li> <li>Publish annual school financial report for community (March / CSW)</li> </ul>
	<ul style="list-style-type: none"> <li>Manna Support</li> </ul>	<ul style="list-style-type: none"> <li>Carrie Nowicki/<i>Manna Team</i></li> </ul>	<ul style="list-style-type: none"> <li>Create monthly Manna PR for Nash's Notes</li> <li>Assist Manna Team with School Family Reporting</li> <li>Quarterly review of overall progress and make recommendations on changed needed (Dec)</li> </ul>
	<ul style="list-style-type: none"> <li>Grants</li> </ul>	<ul style="list-style-type: none"> <li>Matt Carlson/<i>Linda Murray &amp; Claire Larmon</i></li> </ul>	<ul style="list-style-type: none"> <li>Research and apply for about 50k in grants to help support the school's goals.</li> </ul>

