

School Advisory Council

Meeting Minutes

2.6.2025

1. Opening Prayer – Fr. Danda led the Council in opening prayer.
2. Minutes approval – Mr. Zarich made a motion to approve the minutes. Mr. Dant made a second. The minutes were approved by unanimous consent.
3. Application Letter – The Council discussed the application letter for new members of the Advisory Council. A key part is to inform of the time commitment and how the application is to be turned in. The email with the solicitation will be sent from the SAC email account. Returned applications can be turned in via paper application OR a link to a fillable document that will transmit the finished application directly to Mrs. Kennison. Mrs. Kennison will receive questions about the Council to her email address. The solicitation email will be sent on February 10.
4. Family Service Letter – The Council reviewed a draft of an initial communication strategy to explain why the service fee was increased to \$400. This letter is part of an extended campaign to encourage parents to be involved and highlight opportunities to be involved. The Council made edits to the document.
5. School Update
 - a. Enrollment 2025-26 – With just existing registrations, including new siblings, the school is at 2 more than we have now for K-8. For the 2025-26 school year, all classes will be at or near capacity.

Conversation about Pre-K: The program has more full-day students than in past years. In past years, there were more half-day students. It may make sense to move to only full day at some point.
 - b. Acceptance of new siblings and new families – Mrs. Kennison has met with new siblings, mainly kindergartners, who have siblings at the school. The intent is to make these siblings feel welcome in starting at St. Malachy. After acceptance letters for new siblings go out, non-acceptance letters will go out directly after. Waitlist letters will also go out at that time, and those people can make a decision to stay on the waitlist or be removed.
 - c. IREAD – 3 – Currently we are 14 school days from IREAD – 3. Second grade has 3 proficiency levels – 1) Passed, 2) on track and 3) at risk. At

risk means they are not on track and summer school will be offered. It is uncertain if Brownsburg will provide that this summer. At this time Brownsburg anticipates support for St. Malachy. Currently, we have teachers that have completed early literacy endorsement requirements. Third grade is beginning practice tests in “boot camp.” They have completed a second assessment and improvement has taken place. Testing will begin on March 3 and can run through March 14. Second grade may begin the test a few days after March 3, but third grade will begin on March 3. Results can be received within 24 hours. Those initial results cannot be shared with parents per state law. Results can be shared with individual parents, and parents with students who don’t pass will receive a phone call. Parents will also be informed if their child would qualify for an exemption.

- d. Letters of intent – Every teacher has signed their letter of intent and is returning. The school has multiple teachers that have taught at the school for nearly 40 years. Mrs. Carson is retiring and will not be returning as an aid.
- e. Assistant principal – The job description is being finalized. There is a special description for internal candidates. The posting has been made available to staff. Only one current teacher has an administrator’s license. The assistant principal position is a new position. It has been crafted to suit the needs of the current principal. Listing will be posted to the Archdiocese system by February 10. There will be an interview with Mrs. Kennison, Fr. Danda, select teachers, and Council members.
- f. Yearbook – Two pages will be put in the yearbook to celebrate the school being open for 70 years. Mrs. Kennison has asked the Council to help get older school pictures to include in the yearbook.
- g. School curriculum – The school is looking at adopting a new curriculum for ELA.
- h. Academic challenge – The school is looking at expanding the number of teams. Challenges in the past involved finding an adult to coach. Only middle school competed last year, and competitions were only against Cardinal Junior High. All competitions next year will be internal competitions among St. Malachy teams. This will help with competitions

not being cancelled, as has been the case with other schools in recent years.

6. Shamrock Spectacular – Theme is cheers to 70 years. Date is May 17th. There will be no dinner but there will be heavy hors d'oeuvres and a longer social time. Money raised will be used for new technology for the school. There will be artwork from kids that will be available for purchase. There will be baskets available to bid on, and each grade will create a basket based on a theme. Each basket will be worth \$250-\$300 in value. Shamrock-it did very well. Parking was a high-bid item. \$48,000 was the gross amount and around \$41,000 will be net after fees are paid.
7. Finance Council – The Finance Council met to finalize the school's budget and any changes to fees. The Finance Council has talked about how to encourage tithing. We are looking to have savings from choice scholarships go to tithing. Fr. Danda welcomed ideas and thoughts on that.
8. For the good of the cause – Mrs. Kennison is in Madison in late March through early April for a principal's retreat, and Fr. Danda is out the week after. April will be the discernment meeting for new Council members.
9. Fr. Danda closed the meeting with a prayer and the meeting was adjourned.