

Saint Francis Xavier School
School Advisory Committee Meeting Minutes
04/15/2026
7:00 PM St. Francis School Library

Meeting called to order at 7:04 PM

Members present: Adam Dobrowolski, Kathy Coveyou, Tyler Swiss, Amy Wilson, Julie Plichta, Heidi Kendziorski, Caroline Paulus, Tim LaGasse

Absent: Amy Wilson

Guests: Chrissy Swiss

Adam Dobrowolski – Opening Prayer, Pledge of Allegiance

NEXT MEETING: June 9th at 7:00 pm in the school Library.

Agenda Item	Presenting Party	Info/Discussion	Subsequent Action Required	Responsible Party
Minutes of 02/25/2026		Minutes reviewed and added to the website. Approved by Tyler, second by Art	Minutes will be put on the website.	
Communications	Adam Dobrowolski	Accreditation Update Prioritize a strategic plan, enrollment, marketing succession plan. The accreditation team recommended that SFX plans retreats for all students. Two communications: - Father Peter will be sending a letter to SFX families - Staff communication about Health Benefits		Adam

		was communicated at the Staff Meeting today 4/15/2026		
Old Business a) Committee updates i) PTO ii) Auction & Raffle	Julie Plichta	PTO Update Mother/Son Outing possibly at Avalanche Bay Spring Bingo planning is underway. The proposed date is Friday, April 24th after the Parish Mission. The theme of this year's spring bingo is BBQ Bingo! Auction/Raffle Update We surpassed our goal! The feedback from Gala attendees at that venue was great! Raffle ticket sales \$113,200.00 Sponsors: \$56,594.00 Dinner Tickets: \$12,984.20 Gala/Auction Revenue: \$193,602.42 Auction Donations: \$50.00 Total Revenue \$376,430.62 Expenses: -\$60,654.68 Income for 2026: \$315,775 Fund the Need \$95,000	PTO will send out information when dates and venue is confirmed PTO will get sponsorship information out and Flyers to the Parish and School families.	
Father's Report	Father Peter Eke	The Parish Mission kicks off this weekend! This is a good opportunity to get to know one another.		Father

		Father Jewel will be visiting on Friday, April 17th-April 24th for the Parish Mission. Father Peter has concluded individual meetings with all teachers and staff. Father Peter, Lynn Fantozzi, and Bill Kanine attended today's (April 15, 2026) staff meeting to discuss financial planning for the upcoming school year. Staff Financial & Benefit Updates: - Starting in the new fiscal year, all staff and teachers will be required to contribute 10% toward their health insurance costs. - Tuition for staff and teachers will remain free of charge as a benefit. - Father Peter is currently reviewing tuition rates for parishioner and non-parishioner families. This review includes evaluating family contributions and a potential increase of the tithing requirement to \$750 per family. - The current fundraising efforts are allocated to this year's budget. General Updates - Father Peter has expressed concern regarding current low enrollment numbers. - A parishioner and Eucharistic minister has expressed interest in joining the School Advisory Council (SAC).		
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		The Jubilee is coming up and we need someone to be a part of that.		
Principal's Report a) Finance Report	Adam Dobrowolski	Raffle ticket sales \$113,200.00 Sponsors: \$56,594.00 Dinner Tickets: \$12,984.20 Gala/Auction Revenue: \$193,602.42 Auction Donations: \$50.00 Total Revenue \$376,430.62 Expenses: -\$60,654.68 Income for 2026: \$315,775 Fund the Need \$95,000		
b) Discipline Report		Discussion regarding the need to hold our discipline policy to a higher standard. To outline the following proposed updates: Middle School Discipline Policy Under the "illicit drugs" section, we should add the term "mind-altering substance." Furthermore, any student found in possession of these substances will be required to complete a counseling session or program. Cell Phone Policy Parents must be notified whenever phones, watches, or earbuds are confiscated.		

		Social Media Pledge Kathy suggested implementing a pledge for parents, committing that their children do not have social media accounts.		
c) Enrollment Update		For the current 2025-2026 school year, we have 189 students from 120 families. For the upcoming 2026-2027 school year, we are currently estimated at 185 students. We have been notified that some families will not be returning next year. To increase these numbers, we are continuing to conduct tours and are actively advertising.		
d) SFX Volunteer policy		Two updates regarding volunteer and fundraising requirements. First, the required volunteer commitment will increase to 30 hours per family. Additionally, the recommendation for raffle ticket sales has increased from 3 to 5 tickets per family.		
e) Safety Grant update		We have a contract with Crisis Go! This is a safety and incident management platform designed to enhance communication and	We have paid 3 years up front totaling \$9,000.00	

		response during emergencies within our district. We have applied for a FEMA grant to fund the installation of a new main door for the church. If the grant is awarded, the project is estimated to cost approximately \$30,000. In addition to the door replacement, we are looking into replacing the outside speaker system and are continuing to work on the installation of additional security cameras around the school.		
f) Building & Grounds		David Hoffman Landscaping will be taking out the birch trees that are out front of the school. John Hoffman Landscaping is generously donating new trees to fill the gaps We are currently looking into purchasing new basketball hoops for the gymnasium. We are specifically interested in a crank system that would allow us to easily adjust the height for our elementary and middle school students. News from maintenance: John Winter will be retiring this May. Following his departure, Archie plans to move Jacob into John's former position	The removal of the trees was all done by donation. Waiting to hear back from Doug Smith, Penchura LLC.	

g) SAC Charter Review		There is nothing to review at this time.		
h) Staffing for 2026		Jen Bailey, our Middle School Math and Religion teacher, will be relocating with her family this summer.	There is a prospective plan but nothing is official at this time.	
i) Golf Outing		The First Annual SFX Golf Outing, is taking place on Sunday, May 17th, at Chestnut Valley Golf Course. Our goal is to secure sponsors and host 30 teams, totaling 120 golfers. Kevin Whitmore is leading the Golf Outing committee for this event.		
j) Strategic Plan Review		We received the report from the Accreditation team. Based on their suggestions, we need to develop a Succession Plan for Administration. Additionally, we are looking into forming a Strategic Planning Committee for the upcoming 2026-2027 school year.		
k) 8th Grade Trip		This year's 8th-grade trip is scheduled for May 13th through May 15th. The itinerary includes visits to Cedar Point, a museum in Detroit, and the Solanus Casey Center.	The students have fundraised throughout the year for this trip.	

I) 8th Grade Graduation		The 8th grade graduation mass will be held on Thursday, June 4, 2026, at St. Francis Xavier Church at 6:00 pm. A small reception will follow the mass and ceremony.		
Other	Father Peter	Save the Date: 2nd Annual Parish Picnic August 2, 2026		
End of Meeting		Meeting concluded at 9:08 pm		