Saint Francis Xavier School
School Advisory Council Meeting Minutes
8/18/2026
7:00 PM St. Francis School Library

Meeting called to order at 7:00 PM
Members present: Adam Dobrowolski, Tim, LaGasse, Tyler Swiss, Kathy Coveyou, Julie Plichta, Chris Dean, Heidi Kendziorski, Caroline Paulus, Fr. Peter
Absent: Art Holzschu, Amy Wilson
Guests: Chrissy Swiss

Fr. Peter, Tim LaGasse – Opening Prayer, Pledge of Allegiance
NEXT MEETING: October 21st at 7:00 pm in the school Library.

Agenda Item	**Presenting Party**	**Info/Discussion**	**Subsequent Action Required**	**Responsible Party**
Minutes of 4/15/26		Minutes reviewed. Approved by Chris, Second by Julie ● No discussion.	Minutes will be put on the website.	
Communications	Adam Dobrowolski	The school handbook is being updated, Behavioral Threat Assessment. The BTAM should be ready to go by October 1st. Caroline Paulus and Adam Dobrowolski have gone in the past to behavioral training. Ashlee Niswander, Caroline, and Adam went to the training on 8/18/2026 in Harbor Springs. Kathy Drenth was the one who led the training and she tied it into the Crisis Go App. Once the plan is reviewed by everyone, then it can be updated in the handbook. There was communication among the council about bringing more publicity to "Okay to Say". This needs to be advertised not only for the students/children but also for the		Adam

		parents. An option is to put the "Okay to Say" in the Crusader. We want to reinforce if you see something, say something. Heidi mentioned having a video available for parents to watch so they are educated on this topic. There are videos available on the Office School Safety website. The biggest discussion is that parents need to be educated. Educate parents to look at the "Okay to Say" website. The behavioral threat policy was approved by SAC, Tim motioned.	Review the "Okay to Say" website and parental guidelines.	
Old Business a) Committee updates i) PTO ii) Auction & Raffle	Julie Plichta Adam Dobrowolski	**PTO Updates** ● New members were voted in for the 2026-2027 School year: Katie Flynn-President, Chris Lessuise-Vice President, Katelyn Hansen-Secretary, and Beth Lieberman- Treasurer. Lauren Pethers will be the staff representative. **Auction/Raffle Updates** ● Auction committee update: Katie Flynn was going to lead the Gala/Auction but had to step down for personal reasons. As of now, we have a lot of openings for the Gala/Auction committees. ● Father Roman is limiting ticket selling at Holy Childhood Church. He would like it done during the donut hour only. ● There was a lot of discussion on how to get school families more involved with the Gala. Questions arose about a different approach for the Gala. ● Last year we saw a lot growth in acquisitions		

		● Our big money makers are sponsorships and fund the need ● New approach- Present at the first PTO meeting that there will be another meeting to discuss more about getting involved with the Gala/Auction. Dates and times will need to be kept in mind- we want a way to explain the need and simplify for the Gala.	PTO meeting September 17th (two times available to get more parents to attend)	
Father's Report	Father Peter Eke	● Father talked about the Parish Revenue pages that will be in this weekend's bulletin. ● He discussed how the Parish did well and that parishioners were generous with their contributions. ● Father discussed how the school needs a new fire alarm system. The system we have is 100 years old and if it starts to break, there's no parts available anymore to fix it. A new fire alarm system will cost about $200,000-$300,000, which the parish will have to pay for it, but it's not in the budget. ● "How do we sell the school" ○ Idea would be upcoming events such as a Grandparents day on Sunday-September 13th ○ The 60th Class Reunion will attend the Children's Mass then will have a tour of the school.		Father

Principal's Report a) Finance Report	Adam Dobrowolski	The committee reviewed the school budget packet per the bulletin on August 23, 2023.		Adam
b) Enrollment Updates		Current enrollment for the upcoming school year is **189 students**. DK: 14 students enrolled We had a tour today for a potential 1st grader, also waiting to hear back from two kindergarteners, a fifth grader, and an eighth grader. Overall enrollment remains steady as planning for the upcoming year continues.		
c) Staffing Update		• Lisa Rasmussen will be taking on 3 math classes this year. Whereas, we interviewed a math teacher for the 6th grade math class. This teacher would work 1hour per day, 5 days a week. • Jennifer Kreft is assigned to teach 8th Social Studies along with Kindergarten. • Jennifer Smith, our parapro, will help out in the Kindergarten classroom in the morning with Patti Rash, while Jen Kreft is teaching the first hour of 8th grade Social Studies. • There will be two mass days starting this year, Wednesday & Friday. • First hour will be religion for Middle School ○ 6th Grade Religion will be taught by Ashlee Niswander		

		○ 7th Grade Religion will be taught by Jennifer Kreft ○ 8th Grade Religion will be taught by Kalie Daniel		
d) Parent Satisfaction Survey		The council reviewed the results from the parent satisfaction survey. The average comments are about the finances and the parish finances.		
e) Advisory Council Goals		There was discussion about needing an outsider to come in and lead the strategic plan.		

NEXT MEETING: Wednesday, August 19 at 7:00 pm in the school Library.

Father led closing prayer

Meeting adjourned at 8:40 PM