**ST. EDWARD EDUCATION COMMITTEE MEETING**

**Minutes**

**Tuesday, May 17th, 2022**

**6:00 - 8:00 pm**

I. Opening Prayer-Fr. Todd Petersen

II. Roll Call – Jaci Garvey, Brad Hennen, Nikki Traen, Shannon Gossen, Fr. Todd Petersen, Tina Myhre, Teresa Myhre

III. Acceptance of Agenda -agenda accepted

IV. Approval of Minutes from Last Meeting -accepted as posted

V. Comments from Audience/Open Forum-none

VI. Review of Budget-budget reviewed

VII. Unfinished Business-see below

VIII. Reports

1. Principal and Staff Report-Jaci
   1. Contracts are out-contracts were offered last week, discussion around staff raises, and tuition for 2022-23 school year
   2. Hiring-still looking at music position; Wednesday “secretary” position is still looking to be filled; discussion about the technology position
   3. Safety Policies-no updates; Jaci and Miss Novotny will work on these during the summer months
   4. Summer Program-currently have 7-8 staff and have 26 students enrolled; director has also been hired
2. Religious Education and Adult Formation/RCIA-Tina reported that First Communion went well; Totus Tuus registration is open, looking for families to help with meals and host families; Fr. Todd is looking at looking to fill position; question about Sunday FIRE-group would still like to see this continue during next year
3. PEACE Report-no updates
4. Scrip Report - Julie -no updates
5. Marketing Report
   1. Enrollment Plan
      1. Administrative Change-technology and secretary positions were discussed above: Jaci would like to send out a community letter on enrollment and building improvements
   2. Community Events
   3. Round Table Discussion
      1. May – Family Picnic – May 11th-was cancelled due to weather; spring concert and awards ceremony will be held on May 18th at 1 pm
      2. August-Fun Fest-Thursday August 18th
   4. Fundraising
      1. Challenge Grant – Updates
      2. OSV marketing program discussed with the committee and consensus to move forward
   5. Promotional Items
      1. Flashlights-Trudy is working on these and will have them in time for Bug Days parade
6. Technology Report-technology lab will be updated with new computers
7. Accreditation SY22-23-staff will work with Jaci on this next Tuesday; Jaci will then work with steering committee (Julie & Erika) on updates and final report; in the fall a group will work on strategic plan
8. Grants
   1. Children’s First Financial-Jaci is working with Mary Myhre on some building updates for rooms utilized by preschool students
   2. Emergency Connectivity Fund applied for by Jaci
9. Building Updates
   1. Painting-Jaci is reaching out to Dawn V. re: painting updates
   2. Bathroom Project-going with Bisbee’s and on the waiting list; project completion date TBD
      1. Quotes/Local Plumbers
   3. Electronic Entry System
      1. Quotes-going with Zivaro and supplies have been ordered; project completion date TBD

IX. New Business

a. NWEA scores discussed with group and reading curriculum options

X. Prayer

Next Meeting – June 21st, 2022