**ST. EDWARD EDUCATION COMMITTEE MEETING**

**Minutes**

**Tuesday, May 18, 2021**

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

I. Opening Prayer-Erika Gorecki

II. Roll Call-Jaci Garvey, Erika Gorecki, Brad Hennen & Shannon Gossen

III. Acceptance of Agenda -accepted as is

IV. Approval of Minutes from Last Meeting-approved as is

V. Comments from Audience/Open Forum -no comments

VI. Review of Budget-reviewed and discussed

VII. Unfinished Business-None

1. Group is working to finish Mrs. Skillings memorial; plan to do a dedication on the welcome back to school night on August 18th

VIII. Reports

1. Principal and Staff Report-Jaci
	1. Staff – pay increase-discussion of staff salaries and benefits, discussion about marketing and enrollment; Jaci-will talk with Father about “Sunday School” for Liturgy of the Word for Catechesis of Good Shepherd
	2. Summer Program-22 children enrolled; hired summer program director (Maya Mills) has a teaching degree; will order water bottles for summer programming and 2021-2022 school year; Jaci is looking into having summer program t-shirts ordered through Borch’s
	3. Covid Update-mask will continue through the end of the school year per MDE & New Ulm Diocese; discussion on Covid-19 task force and the Covid-19 handbook-will need to review as needed and prior to start of school year
2. Religious Education and Adult Formation/RCIA-Tina-see attached
3. PEACE Report-no updates
4. Scrip Report - Julie -no updates
5. Marketing Report
	1. Enrollment Plan
		1. Preschool/Kindergarten -summer mailing, newspaper advertisement, weekly Facebook posts, highlight NWEA scores,
	2. Community Events:
		1. Back to School Night – August 18-will discuss more in June
	3. Round Table Discussions
		1. Will resume in Fall 2021-invitation to families & Jaci to do outreach with local communities
	4. Fundraising
		1. Increase goals for 21-22 school year-keep the current fundraisers (Flurry of Fun, Marathon, Scrip, Catholic United Financial, Fish Fry, Pop Cans, Pancake Breakfast, Calendar raffle, Adopt a Child) Jaci will promote awareness
	5. Promotional Items –Water Bottles, T-shirts for summer program
	6. Signage-no update
6. Technology Report
7. Accreditation SY22-23
	1. Handbook Review-reviewed the 2020-21 school calendar, update on potential calendar changes, discussion of medication administration policy and will continue discussion next month
8. Grants
	1. EANS-did receive the grant and Jaci is just waiting to hear back on spending the fund
9. Building Updates
	1. Painting-no updates
	2. Bathroom Project-no updates

IX. New Business

1. New Committee Members-Jaci will put this in the bulletin and talk with Fr. Todd

X. Prayer-Erika Gorecki

Next Meeting – June 15, 2021; July meeting will likely consist of planning Welcome Back to School Night