

ST. EDWARD EDUCATION COMMITTEE MEETING MINUTES

Tuesday, April, 16, 2024

6:00 – 7:30 pm

St. Edward Catholic School exists to provide a comprehensive academic foundation that empowers children in their faith journey by teaching Catholic values while encouraging lifelong service.

- I. Opening Prayer- Fr. Todd Petersen
- II. Roll Call – Jaci Garvey, Fr. Todd Petersen, Nikki Traen, Ann Longtin, Adam DeRoode, Corrisa VanKeulen and Brian Timmerman
- III. Acceptance of Agenda- Approved
- IV. Approval of Minutes from Last Meeting- Approved (Nikki will meet with Jaci to learn how to upload meeting minutes to school's website.)
- V. Comments from Audience/Open Forum- None
- VI. Review of Budget- reviewed
- VII. Unfinished Business
 - A. School Bus
 - a. Still Looking- Have a sub-committee to help Jaci search for a bus. For a Non-CDL license driver we need a 14 or less passenger bus, and meet MN regulations. If we have a driver with a CDL license then we can have any size bus, but goal is to get a bus for Non-CDL license to have more flexibility with driver options. Vince at Kruse stated the buses they have in their lot are UCAPS, but he will continue to search for us.
Sub-Committee: Adam, Brian and Teresa. Jaci will forward the team members phone numbers from companies she has reached out to.
- VIII. Reports
 - A. Principal and Staff Report-Jaci
 - a. Open Positions- PE position is no longer open. Laura asked to come back and will continue to stay as PE teacher. Continue to seek a music teacher and Montessori Staff.
 - b. Summer Care- Jaci met with Rose and Cheri regarding staffing. Currently have the full-time staffing positions filled and will continue to search for Part-Time staffing.
 - c. After school program- continue to look for staffing as there has been interest in the program for some upcoming families coming into preschool.
 - d. Believe and Read, etc.- We have been accepted into this program by CISCO who will assist financially. All staff will train in this program. This is for kindergarten through 3 grades. There will be a 3-year rollout for this program.
 - e. Teachers with students in the school- CISCO brought options up covering teacher's children's tuition. Will need consult with the diocese for taxes and legality. Will revisit topic at future meetings.
 - f. MNSA- still want updates/improvement with our strategic plan. Jaci is planning to work with the director to discuss what improvements need to be made to the strategic plan.
 - B. Religious Education and Adult Formation/RCIA-
 - a. Sunday FIRE- Done for the year. Do we continue to offer for the next year? Maybe check with the current participants to see if they would like to continue.
 - b. Baccalaureate Mass- May 5
 - c. Need religious education teachers for 5th and 10th grade next year. Requirements for RE teachers: they need to be 18 year olds and need to be confirmed.
 - d. CGS Training- October 18, 19, 20 and Dec 13, 14, 15 will be offering training for Level 1 A training. Then in the April 25, 26, 27 and May 2, 3, 4 they will offer the Level 1 B training. Have spots for 25 individuals.
 - i. Food, Space and Lodging- Will discuss closer to the dates what we need to provide for individuals who are in the training.
 - C. PEACE Report- Had Drop Everything and Read Primetime event on April 12. Had 20 students participate.
 - D. Scrip Report - No updates.
 - E. Marketing Report- Committee
 - a. Enrollment Plan- Committee members looked through the contact list to see if we could assist in reaching out to perspectives families.
 - i. Jeremiason, Muhl, Pesch/Aschlager, Janiszkeski, VanOverbeke
 - b. Community Events- No discussion
 - c. Round Table Discussion- No discussion

- d. Fundraising
 - i. Calendar Fundraiser
- e. Promotional Items
 - i. String Bags
 - ii. Summer Care T-Shirts and Water Bottles- Trudy will be working on.
- F. Technology Report
 - a. Telephone System- Ongoing
 - b. Access Points- Ongoing
- G. Wellness Committee- Kitchen had review for Hot Lunch Program. Exit interview 4/16/24 and at this time they continue to work on paperwork for submission and need to update wellness policy.
- H. Grants
 - a. SWIF – Summer Care- items for the summer program, wagon for backpacks, first aid items, etc.
- I. Building Updates
 - a. Painting- Technology room is the only room that needs to be painted.
 - b. Windows, Preschool Space- On hold
 - c. Doors- Trudy will work on painting them this summer
 - d. Mini-Split- On hold
 - e. Painting/scraping needed in 2nd floor space- Teresa will call Dawn about who painted the area last time. Teresa will also reach out to Kyle Noyes for scaffolding.
 - f. Gym Floor- On hold
- IX. New Business- 2024-2025 School Calendar is out
August 19 first day of school
August 15 Fun Fest
2 full weeks for Christmas Break
- X. Prayer
 - Next Meeting – Tuesday May 21, 2024