**ST. EDWARD EDUCATION COMMITTEE MEETING**

**AGENDA**

**Tuesday, November 17, 2020**

 **6:00pm—8:00 pm**

I. Opening Prayer-Fr. Todd Petersen

II. Roll Call-Erika Gorecki, Shannon Gossen, Fr. Todd Petersen, Teresa Myhre, Julie Pohlen, Jaci Garvey

III. Acceptance of Agenda-additions: follow-up on 1st Communion & new member for education committee

IV. Approval of Minutes from Last Meeting -approved

V. Comments from Audience/Open Forum (15 min)

VI. Review of Budget-Jaci said there were no updates, but the preschool program did allow the school to be eligible for some Covid-19 assistance funding-Jaci looking into what purchases the school needs that meets the funding; specifically the need for masks for when children come to school without masks-Jaci will put the ask out for donations (Judy Traen) and to remind parents in the school newsletter

VII. Unfinished Business

VIII. Reports

1. Principal and Staff Report-Jaci
	1. Staff-health of staff has been going really well; discussion about the need to possibly increase staffing in the preschool classroom with increasing enrollment
	2. COVID update-occasional quarantine/isolation due to family members but for the most part it is going well, and doing as much as they can to keep the students in person for school
	3. Shop/FACS for 2nd Semester-Jaci’s inclination is to postpone this just for scheduling/bussing concerns; discussion about offering a financial literacy course in lieu of this as well as Spanish; discussion about incorporation of technology and media literacy (ITCY)? Sp.
	4. Catechesis of the Good Shepherd-parent concern that it is not meeting the outcomes, learning strategies; curriculum does not cover the Ten Commandments-Margrit addresses this outside of the Catechesis of the Good Shepherd; 2nd semester Margrit would be the permanent helper in the Catechesis room, assist with mentoring Nichole as well as communicate/liaison between Catechesis and the homeroom teacher, discussion about how to communicate Catechesis of Good Shepherd and Montessori preschool classroom-Jaci would like to open up the “visitor chair” in the preschool/kindergarten and atrium; Jaci would like to do a Zoom session with the 2nd grade parents and Jennifer Rabaey & Natalie
	5. 1st Communion-still plan to do a 2nd grade retreat
2. Religious Education and Adult Formation/RCIA-Tina (see attached document)
3. PEACE Report
	1. Clothing Sales-closes November 22nd
4. Scrip Report - Julie Pohlen-getting things ready for Christmas gift information for staff to go home in family newsletter, information will be in the church bulletin to encourage purchasing scrip, Thursday & Friday will be “Thankscriping”
5. Marketing Report
	1. Enrollment Plan
		1. Preschool/Kindergarten Info – Nov/Dec-Jaci and Trudy plan to meet after Thanksgiving to do a Christmas card/marketing options for perspective families
	2. Community Events:
		1. Christmas Program-as of right now until December 11th there could be no more than 50 people in the gym for a performance (Tuesday afternoon 8th, Wednesday afternoon 9th, Wednesday evening 9th); after the 11th gatherings can be no more than 25-50; a lot of discussion about logistics of having the Christmas program; Jaci will plan to survey families to determine what days/times families would choose to attend
	3. Round Table Discussions-none scheduled at this time
	4. Fundraising
		1. Calendar-need help with the envelopes-Erika will work with Jaci & Trudy on this; plan to mail out by December 1st
		2. Flurry of Fun-Flurry Update-committee met and are planning to do this the week of March 15th-20th; this will allow the committee to seek out additional; several websites or platforms used-Give Smart (used by Holy Redeemer) or Greater Giving ($1600/year), Jaci mentioned to Julie to check with St. Mary’s in Bird Island; would still like to have a “Buy it Now” option, classroom projects, and opportunity to come in and bid for silent auction items, Jaci mentioned there was an original wooden door removed from school when new fire doors were put in and maybe this could be utilized as an auction item, Jaci also wants to make sure that the platform is compatible with the school website
		3. Open House in the gym-online event with local vendors; portion of sales to go towards school; idea to do this in October in 2021 (maybe); golf outing in the Summer
6. Technology Report
	1. Website -Jaci would like to have this available by December 1st; website team will include Jaci, Julie & Ronni Vlaminck; Jaci will send out the link and wants this group to provide some feedback and comments prior to December 1st
7. Grants
	1. Lyon/Lincoln Electric-awaiting to apply pending the Action for Healthy Kids grant
	2. Midco-grant received-money put towards fire doors/fire alarm system
	3. City provided the school $3,000 to be put toward the playground
	4. Action for the Healthy Kids-Shannon will check into this
	5. Scholastic-Jan Bot applied for in the Spring and received this; Jan & Sandra are applying for a grant in the preschool-Minnesota Ag in the Classroom ($500)
8. Building Updates
	1. Fire Doors-working on getting these put in this week-close to being completed
	2. Playground Equipment-arrived today and plan to put it together on Saturday; sign-up genius for 8 helpers-8 a.m. on Saturday morning
	3. Lockers-Tony is going to take the lead and work on this December 5th with plan to install them that day; Dan and Michael are working to connect
	4. Gaga Pit-it is built, and it is in the garage; used for the 1st time on Wednesday for their marathon rewards day
9. Signage-Erika working on these
	1. “Love your Neighbor”
	2. Marathon
	3. Christmas
	4. Catholic Schools Week

IX. New Business

1. New Education Committee member-Jaci said they need to be Catholic; they need to be asked, and member would preferably not have a child in the school; a lot of discussion and Jaci will follow up with several contacts
2. University of Minnesota Extension staff contacted Jaci and they are writing a feature story on St. Edward Farm to Table program

X. Prayer-Shannon

 Next Meeting – December 15, 2020