**ST. EDWARD EDUCATION COMMITTEE MEETING**

**Minutes**

**Tuesday, October 20, 2020**

**6:00pm—8:15 pm**

I. Opening Prayer-Fr. Todd Petersen

II. Roll Call- Erika Gorecki, Jaci Garvey, Tina Myhre, Fr. Todd Petersen, Shannon Gossen, Sara Gorecki, Teresa Myhre, Jennifer Gruenes

III. Acceptance of Agenda -accepted;

IV. Approval of Minutes from Last Meeting - will amend that it is a “Miracle Play” system; update spelling of Fr. Petersen name

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

VI. Review of Budget-no concerns or updates at this time

VII. Unfinished Business

1. Lockers – still working on this

VIII. Reports

1. Principal and Staff Report-Jaci
   1. Support Needs – ASP (after school program), CGS (Catechesis needs from 8-11)-needing volunteers and support staff for these-Jaci will put the ask out in the next parent letter and bulletin
   2. Support Filled – Foster Grandparent-LSS is not allowing this with Covid but they called Jaci and looking to see if they can assist virtually and meet with kids via Zoom-this announcement will be shared in the parent letter, Teacher’s Assistant for 1st and 2nd grade-Faith Beisler and Mary Coequyt will help
   3. Conferences-parents were given the option of coming in-person or having Zoom meetings-they are giving additional time for each conference and then also allow for cleaning time; Jaci will share procedure information in parent letter on Thursday
   4. Christmas Program-will tentatively plan to have a Christmas program on December 8th (1:30) and 9th (evening) for family with Covid “standards” in place; Jaci mentioned the consideration of video recording in advance but this can be frowned upon by some students and staff-again this is a fluid situation and final decisions will be made closer to the program date
   5. COVID-no students or staff have tested positive (2 students were positive but had not been in the building); Jaci continued to discuss the importance of wearing masks, social distancing, and that school can be a safe place for students
2. Religious Education and Adult Formation/RCIA-Tina
   1. Catechesis of the Good Shepherd – First Communion and First Reconciliation-91 families registered, continue to have smaller groups and separate grades-faith formation has been welcomed by families; see additional document with Tina email
   2. Catechesis of the Good Shepherd-Jennifer Rabaey works with the level 2 students-working on 1st communion with 2nd graders-discussed the weekend retreat for the students and their families (this won’t be for CCD kids as they have their own retreat to help connect First Reconciliation and First Communion), discussion of how Covid would impact this
3. PEACE Report
   1. Trunk or Treat-group has decided not to do this with Covid-19 precautions
   2. Apparel Sales-Sara is working to get the link out so orders can be placed; Jaci would like some apparel examples available at conferences; Jaci wants the logo to be consistent but acceptable to have the “Faith over Fear” theme
   3. No pizza sales at conferences
4. Scrip Report - Julie Pohlen reported that there is a new addition to the program “El Rancho”; was wondering if Scrip could be sold at conferences-Jaci feels it is acceptable to have someone available during conferences, Julie wants to be able to share information with families about the new App, looking into the Christmas gift card scrip for teachers, they continue to see SCRIP after mass, and working with Caren to get Scrip pre-ordered on-line; Fr. Todd had an idea to have information available to highlight purchasing Scrip during holidays
5. Marketing Report
   1. Enrollment Plan
      1. Preschool/Kindergarten Info – Nov/Dec-unable to do Round Table with Covid at this time; November idea to do a Zoom session, December picture with preschool students and “Merry Christmas” outreach; Erika had an idea to do outreach with the Mascot, discussion around getting people in the community aware of Montessori, sharing information on school website (the new website will be available later this fall) and Facebook Page- Tina said she can help with this; social media and outreach can focus on the St. Edward logo
      2. Preschool-see above
   2. Community Events:-none
   3. Round Table Discussions-aim for a December zoom
   4. Fundraising
      1. Marathon - $26,100 has been raised so far; letters were sent to parishioners and alumni
      2. Flurry of Fun-Julie was wondering if the new website would allow for live auctions, Jaci will share information with Julie and connect with another school in the area; plan will be to do an online auction; Holy Redeemer uses a “good smart” program and looking into different options and maybe having it later in February or March to maybe get more donations; the meals from last year still need to be done, Julie talked about some ideas like “front pew” at Christmas Mass, classroom projects, and parking spots; discussion of the Catholic United Raffle and timing of the Flury, make sure to let Julie know of donation ideas, Jaci mentioned the idea of the street sign at the church, family church photography on years that there isn’t church directory, drive-in movie idea, share ideas with Julie
6. Technology Report
   1. Website-working on updating; Julie will provide some updates to Jaci; talking about the brand and appearance, group provided some suggestions; discussion on branding with website and clothing-Jaci and Emily will look into this one
7. Grants
   1. Lyon/Lincoln Electric – waiting on this one
   2. America’s Farmers-Bayer-Steve Laleman nominated the school last year
8. Building Updates
   1. Fire Doors – Doors are coming soon as soon as they are available
   2. Playground Equipment – Ordered, early Nov. arrival with plan to assemble pending weather
9. Signage-Erika and Jaci are working on this to get some templates put together
   1. “Love your Neighbor”
   2. Marathon
   3. Christmas
   4. Catholic Schools Week

IX. New Business

1. Christmas Break-discussion around how the break schedule would align with the public school; group decided to keep with the full 2 weeks of school

X. Prayer-Fr. Todd Petersen

Next Meeting – November 17, 2020