**ST. EDWARD EDUCATION COMMITTEE MEETING**

**MINUTES**

**Tuesday, April 20, 2021**

**6:00 - 8:30 pm**

I. Opening Prayer-Fr. Todd Petersen

II. Roll Call-Shannon Gossen, Fr. Todd Petersen, Erika Gorecki, Jaci Garvey, Teresa Myhre, Nikki Traen & Michael Ludwikowski

III. Acceptance of Agenda-accepted as is

IV. Approval of Minutes from Last Meeting-Update letter E in meeting minutes “FIRE Convention”

V. Comments from Audience/Open Forum (15 min)-no comments

VI. Review of Budget-reviewed

VII. Unfinished Business

1. None

VIII. Reports

1. Principal and Staff Report-Jaci
   1. Staff- interview tomorrow night for Summer program position, interview on Friday for a preschool position, stressed
   2. Summer Program – Summer School with 20 enrollees and Jaci is hopeful to expect another 10, most of these children will be full-time, several people will be interviewed, Jaci is considering integration of learning throughout program and will likely recommend this to Summer Program director
   3. COVID update-staff, kids, others are sick of masks, but encouraging everyone to keep their guard up
   4. Spring Concert-this will be an outdoor concert on the outdoor steps of the church; indoor in the event of rain it would be in the church-scheduled for Wednesday May 12th
   5. Catechesis of Good Shepherd-Jaci reviewed how the 2nd grade students were prepared for 1st Reconciliation and 1st Communion and the curriculum used for students; there have been positive and negative parent feedback regarding Catechesis of Good Shepherd, plan will be for 3rd graders to continue in Level 2 next year
2. Religious Education and Adult Formation/RCIA-Tina

For Lent, each class had an opportunity for confessions and we had 2 separate performances of the Stations of the Cross.  One was for grades 1-5 performed by the SES students and the other was for grades 6-12 and was performed "in shadow" by the 9th grade RE class; We had 19 - 1st Communicants this past Sunday (16 at St. Ed's, 3 at St. Eloi)  It was a beautiful day for the kids and their families; There will be Perpetual Adoration (hopefully) this weekend, April 23-25th.  This is during the time when the 15 St. Ed's & St. Eloi students will be attending retreat at BroomTree in Irene, SD; Please pass on the word for prayer volunteers to pray for an hour at the designated slots.  Sign-up sheets are in the St. Ed's Church and St. Eloi Convent or can be done online via   <https://volunteersignup.org/FMWDW>; RE classes end next week, April 28th, and I will be sending out a parent survey; Totus Tuus is June 6-10th for grades 7-12, 7:30-9:30pm and June 7-11 for grades 1-6, 9am-2:30pm.  Registration will be sent out before the end of school next month. Schoenstatt Sisters retreat is July 6th-9th

1. PEACE Report-no updates
2. Scrip Report - Julie Pohlen-no updates
3. Marketing Report
   1. Enrollment Plan
      1. Preschool/Kindergarten Information Session-Jaci said this went well and wondering about having another session; group decided to encourage word of mouth rather than in-person or online meeting
      2. Promotional Video-shared with session attendees and via Facebook
   2. Community Events:
      1. Family Picnic – May 12th will do this the same night as the Spring Concert; meal will be before concert-Jaci will reach out to Jan to see if she wants to help with this
      2. National Night Out (1st Tuesday in August) – Summer Sizzler – STEM Night (PEACE committee to look at this)
      3. Open House Summer Sizzler-August 18th-CCW, Knights, PEACE, Welcome Back to School-will discuss again in May
   3. Round Table Discussions
      1. State of the School – Tuition & CGS-Thursday night May 6th @ 7 p.m. in person and via zoom; also discussed teacher salaries, NWEA scores, family volunteerism, building updates,
   4. Fundraising
      1. Catholic United Financial Raffle Tickets-did well on this
      2. Flurry of Fun – Give Smart website reviews discussed, 3491.25 donations, 1191-school curtains, total income after website $28,438; revenue was higher than last year; funds for curtains were high enough to cover the curtains-discussion around doing them all or just the back ones; Nikki mentioned how else the school could use the GiveSmart website including the marathon and calendar, Street Sign-working with Jennifer Gruenes on this, Simon gets to be principal for a day
      3. Fish Fry-went well; servers 285; idea to assign various grades to help with volunteering, parents to help prepare desserts
   5. Promotional Items – Cookbook, Lanyards, Water Bottles, Laptop Bags-no updates
4. Technology Report-new server is partially installed-will be installed at the end of the school year
5. Grants
   1. EANS-federal non-public funding for Covid-to help with reimbursement from previous Covid expenses (sanitation supplies, PPE, training and professional development, 2nd server, access points, laptops for teachers, reimbursement for some website experiences, new chromebooks, new Ipads, smartboards, IT expense)-Jaci will submit this week and will find out Mid May
   2. Arts grant-Jaci is wanting Teresa to help with this
6. Building Updates
   1. Paintings-no update
   2. Bathroom Project-using Covid preschool money, Jaci will send the request out soon
7. Signage
   1. “Love your Neighbor”-Jaci would like this ordered and put on school property in light of everything

IX. New Business

1. Handbook Review
   1. Sports Days-discussion on possibly including generic language on days that St. Edward may be in session when public school is not-will look at this
2. Accreditation SY 22-23-Jaci is attending the training next week; Jaci would like there to be an accreditation committee of 5-6 people to help with strategic plan and report, review of mission statement, vision, and policies
3. Teacher Appreciation-May 2nd & 8th (Survivor Theme)-dress like a teacher day, Fr. Todd Petersen do something at mass on Wednesday, classroom families coordinating a Thank-you gift made by students to be given on Friday May 7th

X. Prayer

Next Meeting – May 18, 2021