**ST. EDWARD EDUCATION COMMITTEE MEETING**

**AGENDA**

**Tuesday, December 15, 2020**

**6:00 – 7:45 pm**

I. Opening Prayer-Fr. Todd Peterson

II. Roll Call-Shannon Gossen, Erika Gorecki, Nikki Traen, Jaci Garvey, Fr. Todd Petersen, Julie Pohlen, Sara Gorecki, Tina Myhre, Emily Hennen, Michael Ludwikowski, Jennifer Gruenes Chassidy DeRoode & Teresa Myhre

III. Acceptance of Agenda -approved

IV. Approval of Minutes from Last Meeting -update from 2nd to “3rd” grade retreat

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

VI. Review of Budget-no updates

VII. Unfinished Business-none

VIII. Reports

1. Principal and Staff Report-Jaci
	1. Staff-Nicole Evers visited 1st/2nd graders on Monday and discussed with Jaci plan for transition; Jaci won’t be teaching math, Margrit will return to other tasks, Sandra will move back to full time preschool with transition for Social Studies to be determined
	2. COVID update-Trudy & Sandra had to quarantine; no positive cases in the building; Jaci discussed the vaccine; two new students enrolled from the Dawson school district (2nd & 4th grade)-Jaci would like them to have a “guardian angel family”-Jennifer Gruenes will work with Jaci and family
	3. Shop/FACS for 2nd Semester-no updates
2. Religious Education and Adult Formation/RCIA-Tina-this is the last week of classes before Winter break; will resume on January 6th; still short on catechist; students do enjoy the online format but also like the in-person learning opportunities; confirmation retreat rescheduled for January 22nd and January 23rd; First Reconciliation was held this past weekend and they were scheduled with time slots to limit # of people present in the church at on time, discussion about confirmation and may possibly change confirmation preparation and format due to AFC changing and have smaller #’s of enrollment, may depend on what the bishop says too
3. PEACE Report
	1. Clothing Sales-apparel has arrived; Sara will contact families and they can be expected by the end of this week; Sara will know more about total in sales next month
	2. Lockers-installed; but still need some painting
4. Scrip Report - Julie Pohlen-good turn out for staff Christmas gifts, still selling Scrip after mass
5. Marketing Report
	1. Enrollment Plan
		1. Preschool/Kindergarten Information Session-Christmas cards have not been sent out yet; would like a picture of the children on the new playground set; Jaci will think about the information session in January
	2. Community Events:
		1. Living Nativity-will be done by the 7th and 8th grade students; Ronni Vlaminck family will bring in some live animals, Tim Gossen will work on a spotlight, Fr. Todd has put it on the St. Edward’s Facebook page
		2. Catholic Schools Week-no major plans at this time-pending with Covid; would like a Sunday mass still and Fr. Todd says this will work
	3. Round Table Discussions-on hold
	4. Fundraising
		1. Calendar-Fr. Todd did his part, they are ready to be stuffed in envelopes
		2. Flurry of Fun
			1. Tracy from Give Smart reviewed the online portal that could be used for the Flurry of Fun; it’s a flat fee with many institutions using sponsors to cover the cost of the annual license; school can use the website for multiple fundraisers throughout the year, there will also be credit card fees and the school can decide who pays the fee, Tracy discussed the benefits and many uses of the website services; Julie is going to get a final quote in writing from Tracy but Chassidy and Nikki think it’s approximately $2800 for an annual fee, group consensus is that we should move forward with using this online platform for one year and this will be a line item for the Flurry this year, but if used annually it would be used for other school fundraisers
6. Technology Report
	1. Website-school and church websites will go live on Friday
7. Grants-
	1. Lyon/Lincoln Electric-no updates
	2. Midco-no updates
8. Building Updates
	1. Fire Doors-fire Marshall coming in January for final evaluation; still missing the magnetic hold backs
	2. Door-Jaci has been traying to contact Southwest Glass working on refurbishing and repairing front doors; they have not contacted Jaci back; she may contact company in Redwood Falls
	3. Painting crew over Christmas break is needed, Jaci will reach out to Dan to see what days he will be waxing and coordinate a date and send out an ask via sign-up genius, color and paint information is at Gislason’s
9. Signage
	1. “Love your Neighbor”
	2. Marathon
	3. Christmas
	4. Catholic Schools Week will be hung in January
	5. Other ideas: Flurry of Fun sign, Catholic United Sign

IX. New Business

1. School Calendar – Staff Work Days; governor is mandating additional teacher work days, Jaci would like teachers to have an additional day for teachers on January 4th, , January 18th would be left as a day off for teacher prep day, March 11th would be ½ day and March 12th would be a teacher work-day without students, April 1st, 2nd and 5th would be days off for Easter as well-for the most part this would be following the public school

X. Prayer by Fr. Todd Petersen

 Next Meeting – January 19, 2021