**ST. EDWARD EDUCATION COMMITTEE MEETING**

**AGENDA**

**Tuesday, June 21, 2022**

**6:00 - 9:00 pm**

I. Opening Prayer-Fr. Todd Petersen

II. Roll Call – Teresa Myhre, Fr. Todd Petersen, Jaci Garvey, Nikki Traen, Julie Pohlen, Shannon Gossen

III. Acceptance of Agenda-agenda accepted

IV. Approval of Minutes from Last Meeting-minutes accepted as posted

V. Comments from Audience/Open Forum -none

VI. Review of Budget-will have end of the fiscal year budget available at August meeting

VII. Unfinished Business

1. Blinds-Jaci contacted principals around the diocese to ask about financial options for blinds throughout the school; Teresa will be looking at some options that will work for the school both functionally and financially
2. Safety-Jaci discussed staff concerns; Jaci looking at grant money to help fully fund the digital entry system and get funding for ALICE training; Jaci will contact county re: ALICE training for school staff and students

VIII. Reports

1. Principal and Staff Report-Jaci
	1. Hiring
		1. Music-Jaci continues to work on interviews
		2. Preschool-Miss Cayna will not be returning; this will be a full time position
		3. Marketing-two people are interested and Jaci is working on putting out an offer
		4. Technology-Jaci has had several teachers say they would take on this position; Jaci has another person of interest for this position
	2. Summer Program-going well and enrollment is approximately 30
	3. Communication-Jaci shared the pros and cons teacher feedback from the 2021-2022 school year
	4. Graduation, Honors, Predictions, Wills-group discussion of how to offer these activities/events for students and staff in future school years
	5. Field Trips-group discussion of field trip rotations; will do this every two years
	6. CSCOE-Jaci discussed this innovative nonprofit organization that works with Catholic schools to enhance excellence and increase enrollment while building the best school
	7. Mental Health-school is partnering with Phoenix School Counseling to provide wellbeing and resilience training/webinars at school and at home; see attached for monthly topics
2. Religious Education and Adult Formation/RCIA-Fr. Todd reported for Tina that Totus Tuus was a success (50 children participated); Fr. Todd has an interview for tomorrow (19 hours/week)
3. PEACE Report-no updates
4. Scrip Report - Julie and Caren are working on getting dates/times filled in for selling on the weekends; Julie will work with Caren to have some elevator speeches created and have top “spending” families rotate giving speeches at church
5. Marketing Report
	1. Enrollment Plan-Jaci is still working on final enrollment numbers
	2. Community Events
		1. Ditch Cleaning – Jaci will talk with Trudy about dates/times and share with teachers, staff, and families
		2. Fun Fest – August 18th from 5:30-7:45 with parent meeting at 6 pm-Shannon will be the parent coordinator for this event, see google doc
		3. Bug Days Parade – Sept. 11th-Trudy is working on flashlights or idea for candy/treats for students to hand out
		4. Christmas Concert-date on calendar
		5. Catholic Schools Week – Open House-discussion on offering this event or Pancake Breakfast; idea for “Pastries with Parents” to kick off Catholic schools week after Sunday mass; teachers would like to start planning this with students, parents, etc by November 1st
		6. Flurry
		7. Spring Concert/Picnic-May
	3. Round Table Discussion-months listed; no topics at this time
		1. October
		2. November
		3. February
		4. March
		5. April
	4. Fundraising
		1. Marathon –
		2. Calendar Fundraiser with OSV and Giving Day (November 27th)-Jaci signed contract with OSV
		3. Flurry
		4. Catholic United
	5. Promotional Items
		1. Flashlights-Trudy looking into this
6. Technology Report-Jaci is working on getting things ordered for the upcoming school year which includes computers for the computer lab
7. Accreditation SY22-23-Jaci is working with accreditation team
8. Grants
	1. Children’s First Financial-no updates
	2. Department of Justice grant-
9. Building Updates
	1. Painting-need someone to assist with this project-Teresa is going to follow up with Dawn
	2. Bathroom Project-no updates
	3. Electronic Entry System-waiting on materials

IX. New Business

1. Policy Review-group discussed the following policies and provided input suggestions for the school handbook
	1. Attendance
	2. Library
	3. Dress Code
	4. Volunteer Hours
		1. Ministree
	5. Sports Days
	6. Advent Angels
2. 2022-23 Calendar-committee agreed to follow with the public school
	1. Nov. 7th – Early Out
	2. March 13 – Early Out
3. Member Terms expiring in July 2022
	1. Shannon Gossen-will not be repeating her term which will provide an open spot starting in August
	2. Teresa Myhre-will be electing to repeat her term

X. Prayer

 Next Meeting –August 16th, 2022