ST. EDWARD EDUCATION COMMITTEE MEETING Minutes
Tuesday, September 16, 2025
6:00 – 7:30 pm

St. Edward Catholic School exists to provide a comprehensive academic foundation that empowers children in their faith journey by teaching Catholic values while encouraging lifelong service.

I. Opening Prayer
II. Roll Call – Father Todd, Corrisa Vankeulen, Rose, Jenny Buysse, Adam DeRoode, Ann Longtin, Jaci Garvey, Nikki Traen, and Rod Guza
III. Acceptance of Agenda
IV. Approval of Minutes from Last Meeting
V. Comments from Audience/Open Forum- None
VI. Review of Budget
VII. Unfinished Business
    a. Bus – 4.0- Jaci continues to work with 4.0 bus company to try find a bus.
    Our insurance did say we do need a bus that meets the DOT inspection and regulations.
VIII. Reports
    A. Principal and Staff Report-Jaci
        a. Testing for 2025-26 – NWEA, ARK, AimsWeb
        NWEA started Sept 16 and Aims will start in one week
        b. Foster Grandparents- The school will continue the program and there will be no issues with funding as the funding from LSS will continue.
        c. Strategic Plan- Reviewed
        d. Phone Call- A phone call came into the school from an unknown individual stating they were picking up their grandchild and was asking what time school was dismissed. The unknown caller then hung up without further information on who they were or who they were picking up. Due to this call being so vague and the individual hanging up, Jaci and Trudy did contact 911 to inquire how to proceed with this situation. They sent over a deputy officer to present at the school during dismissal to make sure safety measures were in place. Committee discussion on the procedure and felt that calling 911 was the correct way to proceed. Discussed how the text message/email notification could have included more details to help eliminate speculation and worrisome. In the handbook they do have a policy/procedure to follow for picking up students and how to handle situation when an unknown individual present themselves to the school and request to pick up a child.
    B. Religious Education and Adult Formation/RCIA- Continue to look for 5th grade catechist.
        a. Early Childhood Family Life- No discussion
    C. PEACE Report- No report
    D. Scrip Report- No report
    E. Marketing Report – Committee -
        a. Enrollment Plan
        b. Community Events
            i. Open Gym – Oct. 15 – April 26- Mr. Cardinal will be assisting with this event
        c. Round Table Discussion
            i. Meeting with local parishes- No Updates
        d. Fundraising
            i. Anonymous Donor - $2,000 – Match
            ii. Marathon
                1. ~$9,000
                2. City Hall- October 6 will have students and family go up to City Hall and work and part of the tips will come back to St Edward School.
        e. Promotional Items
    F. Technology Report- Continue to update the software in the computer lab.
        a. Websites that WOW Scavenger Hunt
    G. Wellness Committee – No recent meetings
    H. Grants
        a. Missoula Children's Theatre – Next CSW – Jungle Book- No update on the status, but we will still plan on doing this for Catholic School's Week.
        b. CSCOE

i. Preschool-
ii. Marketing- They have 3- $500 marketing grants. Jaci is taking classes to be eligible for this grant
iii. General- Looking at this grant to use for funding the bus

I. Building Updates
a. Mini-Split- no updates
b. Gym- $9000 is what we have left in the funds to use on the gym repairs/updates. The floor tiles are starting to come up more frequently therefore, will look into replacing gym floor.
c. Ramp in honor of Brian and others- Jaci emailed Troy and Bladholm, and continues to wait and hear back from them on estimates. Jaci called another contractor and does not have any other updates. Father reported there is $35,000 in the ramp fund.
d. Automatic Lights- They have done some other electrical work, but the light switches have not been replaced yet. Jenny followed up with Eric and the lights were bad from the factory, they were sent back and they are waiting for the replacements.

IX. New Business

A. Cooler for Lunch Room- The freezer had not been keeping up and working after the weekend of the Fall Festival. Carlson and Stewart came to look at the freezer and were able to get it working but did recommend looking into updating the fridge and freezer. Jaci will follow up with Carlson and Stewart on cost and what needs to be replaced. Jaci is looking at a farm to school grant for fund to help update/replace equipment.

X. Prayer

Next Meeting – Tuesday, October 21, 2025