

## **St. Catherine of Siena Board of Catholic Education** **Minutes for Meeting of 1/5/2021**

Opening Prayer:

Roll Call: Present: Father Stef, Julie Scherer, Kip Perkins, Carol Smith, Nancy Browning, Judy Newberry, Jen Kirst, Gwen Fields, Raymond Schlosser, Sarah Weinel, Absent: Excused: Ashley Cox

### **Pastor's Report (Fr. Stef)**

Father Stef announced various sacramental dates have been scheduled. First communion will be 4/25. Confirmation is scheduled for 5/6. May crowning will be 5/5. He added a practice date.

### **Policy Review Committee Report (Gwen Fields, Raymond Schlosser)**

A list of policies was shared.

Policy #1 Non-Discrimination: A final edit was added to say that all students, regardless of religious affiliation are expected to participate in all non sacramental religious activities. Board approved. 1/5/2021.

Policy #2 Admission: Added a clarifying statement that transfer students coming into grades 2–8 are coming “from another school.” Father Stef had made several other edits to the written submissions from the email from 10/4 that were accepted. Approved by the board as the final revision to include the reference for the relevant diocesan policy. to then be sent to Fr. Stef.

Policy #3 Class Size: Pastor approved on 10/6/2020.

Policy #4.1 Fees and Tuition: Julie suggested that we not list FACTS specifically and just let it say that they have worked through our online system in the event we use some other method than FACTS. There was also a change that some of these specifics be listed in procedures rather than this policy so those actual steps of the registration process can be more fluid in case of changes. Board approved the removal of FACTS on 1/5/2021

Policy #4.2 Student Records: Board approved as of 1/5/2021 pending the addition of the relevant diocesan policy.

Policy #5.0 Promotion: There was more discussion on whether a student's promotion be based on strictly the passing or failing the academic requirements versus a more holistic open plan based on a variety of factors that may be involved. The diocesan policy said we should have a policy on promotion/retention. Should this policy also include promotion of student to skip a year etc. Julie will send a new draft of this policy.

Policy #6.0 Extracurricular: Father sent a revised draft approved by the board 1/5/2021.

### **Principal's Report (Julie Scherer)**

Julie reported we are now back in person to person instruction. Generally the revision of our practices the last few times that relied on more synchronous instruction through online meets was an improvement over our spring methods. We had certain students come in for in-person focused instruction as allowed under state and diocesan guidelines for NTI days.

Second quarter ends this week. No students have requested home learning for third quarter.

Open registration for next year will begin.

Open house will be different but can take place mostly through scheduled personal visits.

### **Religious Education Report (Kip Perkins)**

Kip said that our virtual experiences for CCD classes all met the diocesan requirements. Several teachers went above and beyond and held online meets etc. Other than that, Fr. Stef had covered most of his items when he covered his calendar dates.

### **Evaluation/Planning Committee Report (Nancy Browning)**

Technology List: Julie and the faculty have put together a technology needs list, beginning with more Chromebooks, especially updating the younger grades. Some had failed over the NTI. Next was a request for updates for the SmartBoards and Projectors. The Vibe device seems to be a good option as a replacement. Not all special course teachers have laptops or Chromebooks. It would be helpful for computers be obtained for CCD teachers so computers don't have to be shared over the weekend. Desktops are functioning for now but may need updates soon to be able to load software updates.

Public Relations/Marketing Committee Focus: Nancy suggested that for now we can pare down the broader evaluation to focus only on St. Catherine to update the marketing brochure. For example, we might want to point out that we were able to have more in person instruction etc. Julie asked if we could try to identify what grade level might be when students start thinking about where they are going to attend middle school.

### **Public Relations/Marketing Committee Report (Ashley Cox, Sarah Weinel)**

BOCE news made it into the bulletin again. The student testimonials included in the bulletin were moving. Sarah asked for contributions from faculty and recommendations for students. She may look for students that are participating in a sacraments coming up to give the testimonials.

### **Representative Updates**

#### **PTO Update: (Jenn Kirst)**

Did not meet in December, but they are meeting again as a planning group in the week ahead. They are looking for direction on what best to fund.

**Finance Update Report:** (No specific report but summarized below in the pastoral council items.)

#### **Pastoral Council Update: (Judy Newberry)**

Stewardship is up to 51% and the dollar amount is on track for next year. There were some discussions on what type of winter season fund raiser would be possible this year, perhaps along the lines of the summer online experience.

#### **Faculty Update: (Carol Smith),**

The faculty was getting back into the swing of things and working to settle into the return to in class instruction..

Adjournment:

Closing Prayer: