

Saint Columbkille School Advisory Council

Meeting Minutes January 10th, 2019 6:00 p.m. School Library

Members Present: Mike Campie, President; Angie Eidem, Vice President; Julie Stangl, Secretary; Brandi Redburn, Principal; Sarah Foreman, Assistant Principal; Jason Feldhaus, Jennifer Sauer, Kayla Uptmor (by phone)

Excused: Fr. Dave Reeson, Pastor; Nick Emanuel, Carrie George

Resigned: Wendy Squarcia (Due to conflicts with new job).

Guests: none

Opening Prayer – Jason

Recurring Business

- Leadership (20 minutes)
 - **PASTOR** – none
 - **PRINCIPAL - See detailed email below**
 - **Student Illness Update:**
 - **Registration:** Registration starts on February 5.
 - **Preschool Room:**
 - **Educational Trust:** Allocation of \$27,000 for this year
 - **Social Media Policy:**
 - **AdvancEd Updates: Meeting with team lead Friday, 1/11** . Will let SAC know if there is anything that they can provide. Will need the President & Vice President available April 10 for interviews. Will have 18 months to make progress on priority items. Come back in 5 years.
 - **School Counselor:**
 - **Facility Planning:** weekly meetings to review Parish Center. On track for summer 2020.
 - **HSA** - Meeting previous Tuesday. SAC please try to attend going forward.
 - **PASTORAL COUNCIL** (Julie)
 - Pastoral Council Proposed Changes:
 - NEW Pastoral Advisory Team (PAT)
 - 5 members
 - Longer term strategic focus

- 2 yr committment
 - Develop Vision, Mission & priorities
 - REVAMPED Pastoral Council
 - Look to recruit in Spring
 - Facilities:
 - Air handler on track / Chiller Pad scheduled soon/ High level Kitchen design next / Parking Lot designed but not out for bid yet (timing with Parish Center)
 - Parish Center - Schematic Design approval this week / Zoning Approval will be submitted to City Jan. 14
 - Neighborhood Meeting this Saturday, 1/12
 - Religious Ed: Starts next week / Sign up for summer Feb.starts Feb 5 / Reconciliation for 1st & 2nd graders
 - Finance Council: Tithing still behind the forecast but the gap was closed significantly in Dec. / Start budget planning in Feb. - will need 2019/20 tuition rates
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- **Deliverables from last meeting**
 - In Service Survey – Decided on Policy Trends - Need info from Administration on Contacts. Brandi to follow up with Dr. Ashton.
 - In addition to Feb. meeting, watch video of Parish Mission as in service option. Angie agreed to host this at her house. She will send out email about date and time
 - SAC President St C email - Complete
 - Communication on school mass security - Complete, Update.
 - Recommend that we do something now.
 - Proposal that all doors be locked except back door which will be guarded.
 - Mike will reply to Father Dave. Sense of urgency. Lock the doors 5 minutes after mass starts.
 - Finance Council Meeting Update - Mike's email and next steps
 - SAC to send out personal letters to school families
 - Mike will send out updated/edited letter for review
 - Will send to youngest and only
 - One letter with personal note on the bottom
 - School will print the letters and labels and send them home with children (Angie to coordinate)
 - Reps put note on letter, stuff envelopes and send back to school
 - Goal to send these letters out by end of January
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- **Strategic Plan – Goal Review – each team (25 min)**
 - **Finance:** Finance Council Update and next steps
 - **Academic Excellence:** STEM enrichment, updates on school programs
 - **Catholic Identity:**

- Deacons have begun visiting the school,
- Student greeters will be used during Catholic Schools Week for weekend masses; still working on other times.

- **Additional Goals**

- Parent Survey Streamline - Identify focus areas
 - Mike will identify themes we want to focus on and send to Brandi/Sarah - before Monday 1/14
 - Goal - 20 or less questions
 - Only have comments for negative responses

- **New Business (if any)**

Closing Prayer – Jen

REMINDERS:

St. Columbkille 101: Feb. 3 - Angie

Pastoral Council: Feb 13 - Mike

- **PRINCIPAL UPDATE**

- **Student Illness Update:** It looks like we were ahead of the state trend with our student illness numbers before Christmas break with the highest day of absences at over 130 students. Mrs. Redburn consulted with the Catholic Schools Office, the principals in the Deanery group, and Bridgette Laney, the school nurse, about whether or not we should close the school. Mrs. Laney was also in contact with the Sarpy County Health Department and DHHS. Neither Dr. Ashton, Sarpy County Health nor DHHS recommend that we close school, and we decided to follow their recommendations to stay open.
- **Registration:** Registration for current students and preschoolers starts on February 5. We sent out letters, information, and registration materials by mail to households of all registered parishioners with an eligible-aged child in the parish. Kindergarten information is also available at Sacred Heart Preschool. Kindergarten Roundup is February 22 & 23 with a Parent Meeting on February 18. We are in the process of transitioning preschool to the school, starting with the registration process. We updated the school's Preschool information page to give a little information about the transition to the school for next year. Registration paperwork is on the website, too.
- **Preschool Room:** Sarah and I visited the preschool before Christmas to get an idea of what's re-usable at Sacred Heart and to start mapping out a plan for transforming the current Spanish/Art Room. For next year, we will be able to re-use everything that's in the current preschool as far as furniture, centers, etc. We will be ripping out some of the shelves in the Art room to make room for preschoolers and will be possibly replacing some flooring, but what we'll need to purchase will be minimal. Mrs. Crnkovich submitted a grant proposal to the Ed. Trust to purchase some of the things we'll need, too.
- **Educational Trust:** I submitted a grant proposal to St. Columbkille's Ed Trust for funds to be used for tuition assistance for the 2019-2020 school year. Last year, we granted just under \$40,000 in financial assistance to 23 families/45 students. Each year the we seem to give out more than the last, so I anticipate needing more for the upcoming year.
- **Social Media Policy:** After consulting with several people at the Catholic Schools Office and my fellow administrators, we have decided to hold off on implementing a social media policy. There are no precedents locally that we can find that deal specifically with parents posting to social media, but the CSO is going to be looking into it more closely. On their recommendation, we put some working into the newsletters leading up to the Christmas parties that asked parents to respect the privacy of other students and their families when posting to social media. We will continue to post that statement whenever there is a time when lots of parents will be around and posting pictures, and we will be back in touch with the CSO when we look at the Handbook for next year.
- **AdvancEd Updates:** Sarah and I will be meeting with Dr. Trish Wallinger, our External Review Team leader, and Kami Lanenberger, the Principal at St. Pat's in Elkhorn who will be reviewed this Spring, too. We are working on putting together the documentation from our School Quality Factors assessment which is like a self-evaluation. We will eventually upload documentation to the "Workspace" that our Review Team will have access to 4 weeks before our review. This enables them to start reviewing everything even before they come to

the school. We're also working on putting together our staff, student, and parent groups that will be interviewed by the Review Team.

- **Counselor:** I am interested in increasing the time that we have our school counselor on the premises. Prior to the 2016-2017 school year, St. Columbkille's guidance counselor, Mr. Marks was a .9 FTE. During the 2017-2018 school year, Mr. Marks dropped to 1/2 time due to health concerns, and when he resigned, we hired our new counselor, Mrs. Berentson, at 1/2 time. Rule 10, the document that governs Nebraska's schools, recommends that schools our size have a full time guidance counselor. This year, there have been days when we have had to call Mrs. Berentson in to help with potentially dangerous student situations, and other days when we've had to consult with her on the phone for similar reasons. The mental health needs of our students are not decreasing, and I am not sure that we are able to meet the needs of our student with Mrs. Berentson here only 2.5