

Education Advisory Committee Meeting

October 14, 2020

UNAPPROVED

Father Stevens, Mr. Michel, Mrs. Kallhoff, Sandy Bauer, Adam Heinitz, Danny Geraets, Tami Schwebach, and Karey Klein were present.

Adam Heinitz called the meeting to order at 4:00 pm with Father Stevens leading us in prayer.

Previous meetings minutes were reviewed.

Karey motioned and Tami seconded to approve previous meeting minutes. All voting aye, motion passed.

Administrative Report

The administrative report was focused on the current school closure. Casey, Deb and Father Stevens explained the progression and process for making the decision to close school for the week of October 12th. The benefit of two previously scheduled vacation days allowed for an extended break with the loss of only 4 school days. Adjustments to the school calendar will be made at a later date, once in-person attendance has full returned and the outlook is stabilized. As of now, school and athletic events are scheduled to resume on Monday, October 19th. The EAC members expressed support for how this recent outbreak was handled and for the efforts in place to return safely to in-person instruction.

UPCOMING EVENTS: Please visit http://www.drstmary.org/Calendars/calendar/Monthly_Calendars.html

Old Business

- None

Committee Reports

Marketing & Retention: Sandy provided follow up regarding possible marketing improvements. She connected with a marketing professional at USD and they recommended a free graphic software option called Canva. They will set up school brand kits to help us get started. A discussion about marketing ownership ensued. Rather than include marketing as an additional duty for a current staff member, Father encouraged us to think about how marketing might be included in a new position. Specifically, could we consider a marketing and fundraising hybrid position. Sandy will investigate example job descriptions and budget for this type of position.

Finance: Finances remain stable at this time. Tuition revenue has lagged behind, due largely to the removal of pre-payment discounts and more families utilizing EFT payments. This should stabilize over time. Facility and maintenance repairs associated with age and design continue to challenge the budget.

Policy & Curriculum: No Updates

Facilities: Danny led a discussion about establishing timelines, goals and our current stage in the facilities project. A task force meeting will take place on November 17th and will include the invested constituent groups. The goal of that meeting will be to clarify the mission and purpose of the proposed projects, share details from additional conversations with architects, and develop next steps for moving forward.

New Business

- With the cancellation of school this week, Homecoming will be rescheduled for a week during basketball season.
- Due to Father's additional responsibilities with other parishes and new evening mass times, EAC meetings will move to the second Wednesday of each month.

Next meeting will be Wednesday November 11th, 2020 at 4:00 pm in the Parish Hall.

Tami motioned and Danny seconded to adjourn meeting.

Meeting adjourned at 5:30 pm.