

May 14, 2020

## Advisory Board Meeting Agenda

- 1) **Call to Order 7:03**
- 2) **Opening Prayer**
- 3) **Pastor's Report**
  - a) No update on new pastor.
  - b) Church Re-opening
    - i) Diocese has given direction to parish staff regarding eventual and slow reopening of churches.
    - ii) Each pastor needs a 6-person committee (pastoral staff may act) to sit in on webinars (sanitation, protocols, etc) next week. This training will be required to become certified to move into Phase 1.
    - iii) Phase 1: Opening for baptisms, weddings, funerals and confession with 10 people or less.
    - iv) Phase 1A: Allow church and/or chapel to be open for 10 people for private prayer/adoration.
    - v) Results from Phase 1 and 1a will be evaluated before moving to phase 2 (opening up for weekday and weekend masses).
    - vi) Mr. Theis will alert Mrs. Markham of parish meetings so she's included for future planning.
    - vii) Archdiocese will align plans with governor's phasing plan overall.
- 4) **Principal's Report**
  - a) ARK (assessment of religious knowledge) postponed tentatively to the fall.
  - b) Graduation prayer service scheduled for June 7<sup>th</sup> at 2pm. Service will be livestreamed as well. Details regarding updated process will be sent to 8<sup>th</sup> grade families ASAP.
  - c) In Father Malcolm's honor, Golden Lights Memorial will be held on 6/6. Luminarias are available for \$10 or more. If rain in forecast, it will be pushed to the next dry night. Donations can be dropped off at Parish Office, mailed in or submitted on GiveCentral.
  - d) First week of June will be student-belonging pick up/textbook return drop off. Working on plan (probably alphabetical). 8<sup>th</sup> grade will have a separate time since they have more to pick up.
  - e) School is moving towards utilizing G-Suite and Google Classrooms. The new chrome books will be loaded with these programs.
    - i) Chromebook training by St. Alexanders Computer Teacher throughout the summer.
    - ii) Will utilize training provided by Google if available.
    - iii) Computer Network Solutions: company hired by St. Gerald to prepare chrome books.
    - iv) Goal is to utilize across all grade levels specifically if e-learning is in place in Fall.
    - v) Fee for G-Suite will be picked up by operating fund.
  - f) Chromebooks
    - i) Incoming 7<sup>th</sup> and 8<sup>th</sup> graders will be asked to sign agreement on curriculum Day. A Chromebook fee of \$75 per device will be retained to cover insurance costs, safety filters, protective cases/bag and licenses/apps.
  - g) Summer Camp
    - i) 15 students minimum to open camp
    - ii) Earliest camp could start is June 29<sup>th</sup>.
  - h) CPS Learn it Lab and summer academic bridge courses are planned to begin 6/29.

- i) Hoping for in person courses but if not allowed, then will transfer to e-courses.
- ii) Low Fee for bridge courses
- iii) Lab only for Chicago residents
- i) Plan for 2020/2021 School Year
  - i) 4 possible scenarios:
    - (1) Full start on originally scheduled date, 8/19.
      - (a) New protocols will be in place (more details to come at a later date)
        - (i) Sanitation
          - 1. Extra Cleanings
        - (ii) Student illnesses
        - (iii) Social Distancing-
          - 1. New desk configurations
          - 2. Possible addition of hooks/shelves in hallways to replace 3 students belongings per locker
      - (2) Delayed start
        - (a) Start in-building school after Labor Day and complete full 180 day school year which would push end of school to Mid-June.
        - (3) Alternating schedule e-learning and in-building days.
        - (4) E-learning only and transition to in-building in mid-October
    - ii) Tuition will be going up 3.5%
    - iii) Curriculum Fee
      - (1) 1<sup>st</sup> and 2<sup>nd</sup> child: \$295 each
      - (2) 3<sup>rd</sup> and 4<sup>th</sup> child: \$260 each
    - iv) Spanish teacher still in plans

## 5) President's Report

## 6) New Business/Announcements

- a) Coronavirus Action Plan
  - i) Update on Preparedness for Fall (See above)
    - (1) Acceleration of digital platforms/e-learning approach should fall continue to be remote learning
    - (2) New protocols should school be in session
  - ii) Final day of school
    - (1) To be announced
    - (2) First week of June will be optional/enrichment work.
  - iii) Protocol for locker clean-up
    - (1) First week of June. More details to be released next week.
  - iv) Distribution of final report cards
    - (1) Will be distributed at final pick up/drop off during first week of June.
  - v) Online fundraisers update to be provided
    - (1) Development recommendation
      - (a) Fr Malcolm memorial (see above)
  - vi) Action plan for missed ceremonies/sacraments
    - (1) Graduation
      - (a) More details around virtual/drive-in ceremony
        - (i) Touchless diploma distribution

- (ii) All 8<sup>th</sup> grade families will be alerted of new guidelines next week.
  - (2) Communion
    - (a) Option A – Tentatively Select date in Fall- Preferred but not confirmed.
    - (b) Option B – Hold in Spring 2021
  - (3) Confirmation
- vii) School Deep Clean
  - (1) Professional company approved
  - (2) Timing
    - (a) Church and Arnold Hall set for end of May.
    - (b) School, gym and remaining areas closer to start of school
  - (3) Ongoing cadence? Monthly?
    - (a) TBD
- viii) Status of Summer Camp
  - (1) If allowed to open, what are new protocols to ensure parent comfort level? See above
- b) 20/21 Budget
  - i) Board to review
    - (1) Mr. Theis to send details of lump sum items to board
  - ii) Spanish, Capital Improvements, Tech Fee, Other
    - (1) No additional Tech fees. Tech fee has been rolled into Curriculum Fee. 7<sup>th</sup> and 8<sup>th</sup> Graders will have additional chrome book fee (\$75)
    - (2) Spanish teacher still in the plans
    - (3) No room for capital improvements at this point due to expected drop in enrollments/revenue in relation to COVID
  - iii) Enrollment update/assumptions
    - (1) Budget accounted for utilizing 373 as an estimated enrollment.
    - (2) Budget will be reworked to show lower numbers as well in preparation for any COVID-related transfers.
- c) Technology 1:1 Implementation Plan (See above)
  - i) Wifi completion status
  - ii) Chrome Book Next Steps
    - (1) Teacher Training Update
    - (2) Details on security protocols
    - (3) Student Training
- d) 2020/2021 Planning
  - i) School Calendar + Supply List
    - (1) Supply List included in Weekly Email. Calendar will be distributed as soon as Mrs. Markham has a chance to review.
  - ii) Curriculum Day – Will probably be affected by social distancing
    - (1) Option for Online Forms
      - (a) Possibly will be available at end of year pick up
      - (b) Also working on other options for electronic and drop off of forms at end of summer
    - (2) Simplification of registration
- e) Missoula Theater
  - i) Tentatively scheduled for October 5-10 (Rumpelstiltskin)
    - (1) This will send check to officially reserve the week
- f) New Pastor Update (See above)
- g) New Principal Transition

- i) Arch checklist will be utilized.
- ii) This has agreed to meet with Markham multiple times until she's comfortable
- h) Nomination of School Board for 2020/2021 School year
  - i) President: Caitlin Ball
  - ii) Vice President: Marisa Kolar
  - iii) Secretary: Josie Jackson

**7) Questions/Comments from the floor**

- a) End of year teacher parade possibility. More details to follow.

**8) Motion to Adjourn**

**9) Closing Prayer**