

St. Mary's Catholic Church—Tracy, MN
Education Committee Meeting Agenda
June 29th, 2017 at 5:45pm
Church Office Meeting Room

- I. Call to Order – Chairman Eric Squires
- II. Opening prayer – Father
- III. Roll call – Eric, Amy, Father, Jenna, Heather, Mary, John, Laurie
- IV. Approval of agenda
- V. Approval of Minutes from meeting of May 30, 2017
- VI. Financial reports – No issues
- VII. Unfinished business - NA
- VIII. Administrators Reports
 - a. Religious Education – Camp went well. BVS is still being prepared with the need for adult and student volunteers. Curriculum for middle school has been ordered. Other books are being ordered as well.
 - b. Adult Education – No update.
 - c. Bishop Visit – Father indicated St. Mary's owes the Diocese \$114,000 and needs to get it repaid due to the Bankruptcy in the Diocese. At this point the Bishop has not shut the school down. Perhaps 1-5 years to remain open.
 1. There are rumors the school is closed however Father insisted it is still open for 2017-2018. **Father** will email teachers indicting this.
 - d. Principal
 1. Accreditation follow up – Door access, chemicals, locker room, recess
 - i. Door access – Discussed why we need to go through with updating our door system and it's because we need to stay accredited otherwise we cannot be a school.
 1. SW Glass – Quote for \$3375 with no remote opener
 2. Advanced Health Safety & Security - \$1481 was the low bid however if we want remote access it will be \$2117. **John** will call company to ask a few more questions. Agreed to table item until next meeting.
 2. Enrollment – K = 4, 1=6, 2=7, 3=7, 4=6, 5=4 and 6=6. Preschool – M-F = 3, MWF = 4, T/TH = 8.5
 3. Class schedules – Schedule has been set for 2017-18 school year. The teachers have been made aware of the schedule.
 4. Any additional suggestions – Talked about hiring an Aid for preschool otherwise we will ask Kristin and Breann if Breann would take the 3 M-F kids on Tuesdays and Thursdays so Kristin isn't over the max of 10 kids.
 5. REAP – Due July 31st. Need to make decisions as soon as possible to let families know.
- IX. New Business
 - a. Pads on walls in gym - NA

- b. Budget Cuts – Accelerated Math and Reading has been cut by Karla. It was not a school decision. Teachers should work together to come up with a new plan. Lots of ideas/programs out there which are free. Laurie did mention we have public funds available if we want to purchase something. Would need to go through District finance office.
 - c. Windows – NW windows are being repaired.
 - d. Water Softener \$3,799.00 + install – Tabled till next meeting
 - e. Tuition costs – Tabled till next meeting
 - f. Staff needs – Principal, Music, PE, Technology
 - a. Need someone to teach Music and Tech. PE is going to be taught by the teachers.
 - b. We are in agreement we must have someone in the school office during the school day. Further discussions will be talked about later with a plan by August 1st.
 - c. We decided to have a Teacher/Ed Committee meeting the end of July. **Mary** will send invite to teachers with tentative agenda.
 - d. Need a religion teacher for K, 1st and 2nd. Diocese rule non-Catholic teachers can teach religion.
 - g. Open House – Wednesday, August 23rd – **Time ??**
 - a. Need to get the family folders ready to go so the Ed Committee can distribute to families a week prior to open house. Laurie indicated the packets should be ready to go as Chris was supposed to finish them before leaving in June.
 - i. We also need to send a letter/email to families inviting them to open house. **Who will do this and when?** The sooner we send the notice about Open House the better so parents can plan for it. Possibly send one now and one again a week or so before the meeting.
 - ii. **Laurie** – can we get a list of emails from you before you leave?
 - h. Advertise for positions - Principal is posted per Father; Cook position has been filed by Kate Schmitt of Currie.
 - i. Capital Improvements – Tabled until next meeting
 - j. Staff computers - Repairs/transport, new 6 computers from Minneota – Eric will work on picking up computers from Minneota. **Mary** is looking at options to get staff laptops to the cities.
 - k. Ipad apps – apps to replace AC Reading? Tabled till next meeting; get teacher input.
 - l. Gym/ Other Capital improvement projects
- X. Next meeting – July 27, 2017 @ 6:00pm. Invite Teachers.
- XI. Adjournment

"St. Mary's is a Christ-Centered school where all enter to learn and exit to serve."