

February 13, 2020

Advisory Board Meeting Agenda

- 1) **Call to Order 7:03 pm**
- 2) **Opening Prayer**
- 3) **Pastor's Report**
- 4) **Principal's Report**
 - a) **Assessment of Religious Knowledge (ARK) test scheduled for May for grades 2 through 8.**
 - b) **Annual Aspire Testing scheduled for April 21-24 for grades 3 through 8.**
 - c) **Upcoming fundraisers include Trivia Night and Field day**
 - d) **Archdiocese will distribute a survey for parents to complete.**
 - e) **Budget for 2020/2021 school year in progress**
- 5) **President's Report**
- 6) **New Business/Announcements**
 - a) **School Professional Deep Clean**
 - i) **Due to recent virus outbreak, school has been given extra cleanings every day. Mr. Theis attended a seminar given by OLPD regarding viruses and recommendations on how to control/handle.**
 - b) **Communication**
 - i) **Weekly Email**
 - (1) **Suggestions given on how to format the emails to make easier for parents to read and retrieve the information they need.**
 - ii) **Texts**
 - (1) **Discussed content and timing and suggested an official protocol be developed for the texts sent.**
 - c) **20/21 Budget Update/Review – Spanish, Capital Improvements, Tech Fee, Other**
 - i) **Budget in progress. A line item for a Spanish Teacher is planned for the budget.**
 - ii) **Instead of a separate tech fee, a bump in the curriculum fee may be implemented (no more than \$70/family).**
 - iii) **Budget will be available to review at the March Advisory Board meeting.**
 - d) **Technology 3 Year Plan**
 - i) **Mr. Theis to share**
 - (1) **WIFI installation to be completed by IT company and Holy Name by February 2020**
 - (2) **March 18-31: Teachers are trained with new device by a consultant of St. Alexander, St. Germaine and/or St. Catherine). Device to be used will be chosen by Mr. Theis, our IT company and Development.**
 - (3) **April/May: Teachers continue training on devices and curriculum**
 - (4) **April May: Development of policies for one-to-one plan.**
 - (5) **Summer: Continued Teacher training**
 - (6) **Curriculum Day 2020: Parents of incoming 6, 7, 8 grade will receive device policy/information.**
 - (7) **Fall 2020: Begin Devise usage in 6-8 grades.**
 - (8) **Spring 2021: Teachers of grades K-5 will evaluate if digital learning would be beneficial in their classrooms**
 - (9) **Summer 2021: Faculty to assess plan for 2021/2022 school year.**
 - (10) **Mr. Theis will develop a more detailed plan for how each grade will utilize the one-to-one devices for the March Board meeting.**
 - e) **Open House**

- i) 17 new families
- ii) How many signed up?
 - (1) Approximately 8 new families registered
- iii) Enrollment update
 - (1) Re-enrollment and new registration data will be available for March Board meeting
- iv) Feedback?
 - (1) Suggestion to push family mass to the 10:30 mass and host Open House after that. This will help interested families in visiting more than one parish.
- f) St. Patrick's Day Parade
 - i) Spirit Wear
 - (1) Orders due 2/14. Hope to distribute by 3/9.
 - ii) Float
 - (1) Board to confirm parade spot and float with the parade committee.
 - (2) Email will be sent out to all participants with details for the parade day.
- g) Additional Out of Uniform Day
 - i) Board proposed one additional "out of uniform" fundraising day per month to raise funds for singular goals (ex. Stage area- Floors, curtains, sounds system, etc). "Dress down to dress up our school"
 - ii) Mr. Theis approved for the 4th Wednesday of every month.
 - iii) Requested that texts be sent out monthly as reminders the day before these "Out of Uniform" days.
- h) New Pastor/Principal Update
 - i) Mr. Theis to create and org chart to pass down to new principal and pastor.
- i) WIFI update
- j) Epi Pens/Training
 - i) Letter required to obtain Epi Pens will be sent to Mr. Theis for review/signature.
- k) Internet Safety Training
 - i) Dan Cerceo working with Mrs. Mary Jane Kennedy to host Internet Safety Training for the children during the school day.
 - ii) Board will work with Dan Cerceo to schedule an evening Internet Safety training.
- l) Spanish Teacher for 2020/2021 School Year Next Steps
- m) Missoula Theater – Fall 2020
 - i) Working with MST to book
 - ii) Board will need confirmation on if faculty can help run the program
- 7) Questions/Comments from the floor**
- 8) Motion to Adjourn 8:25 pm**
- 9) Closing Prayer**