

St. Sebastian Education Committee Meeting Minutes

May 15, 2014

Attendees: Joel Agacki, Kim Berner, Joe Desch, Paul Hohl, Melissa Karls, Kathy Kirkpatrick, Kevin Mullen, Maureen O'Meara Rowen, Reanna Ottoson, Leah Sealey, Jill Schmid, Cheryl Warner.

Call to Order: The meeting was called to order at 6:30 p.m. Opening prayer and snacks were provided by Maureen O'Meara Rowen.

Approval of Minutes: April 2014 minutes were approved.

Committee Reports:

Parish Council: Reviewed and commented on PC meeting notes.

Home and School Report: Has recommitted to magazine sale program. Home and School is having trouble filling key positions given recent departures of committee members. They are in the process of finalizing end of the year event at the moment.

Common Core Alignment Sub-Committee: No new business.

Old Business:

Survey: Survey was introduced at all-parent meeting. Renee volunteered to use Survey Monkey to streamline data collection, and possibly include a comments section. Notion of giving students (by class) incentives (candy) for completing surveys was discussed. Two listening session meeting dates need to be scheduled; invite parents to be part of strategic planning by attending. Ed Cmte to present results at first of listening sessions.

Roof Repair: FJA Christiansen Roofing has been retained to repair the school roof beginning Tuesday May 20th. Work hours will be from 7 a.m. to after school hours, and scope will take approximately five-weeks to complete, including Saturdays. Schedule is obviously weather dependent. Roofing consultant retained to select roofing contractor will continue on through completion of work to perform periodic site visits to observe progress of the project. Work crews will not have access to school interior. Paul reviewed staging plan graphic prepared in consultation with roofer that will be distributed to families. Paul stressed air quality concerns during re-roofing process to roofer as a paramount to those inside school.

Pulpit Pitch: Student participant selection for Ed Cmte pulpit pitch are underway.

Principal's Report:

Testing: Grades 1 through 7 are testing math and reading as of meeting date. Advanced screening for K4 and K5 is also taking place. One-on-one primary screening and testing is being employed for those two grades. Arch is working on universal screening, though with less of a focus on early childhood testing.

100th Anniversary: Saz's dinner hosted by Ed Cmte was discussed; of the 5:30 and 7:30 seatings, the latter is thin on attendees at the moment. Suggestions for dinner included Seb's alums telling their experiences while attending, posting deadline in parish bulletin and inviting folks to 'come have a drink' at minimum in lieu of sit down dinner. Ed Cmte volunteers needed to host and promote mingling; name tags for all were suggested to aid in that effort.

Professional Development: Paul is working on planning summer professional development related to Common Core at the moment; no specifics detail as of this meeting date.

Enrollment: Enrollment was generally reviewed. Four families not returning, ten maybes; more non-Choice families are still needed. Paul reviewed enrollment milestones for a typical year as: budget based early, reviewed again at March Choice deadline, April open enrollment period and lastly in August.

Summer Programs: Paul discussed Summer Academy; it will be approximately four-weeks long held in Church Hall and parish rooms. Sessions will run from 8:30 a.m. to 12:30 p.m. with a thirty-minute break during which a snack will be served. Four sessions will be offered in total; two enrichment-based sessions, and two basic-skills based sessions. In order to meet Choice guidelines, sessions must be a minimum of nineteen days in length, with fifteen days minimum participation by Choice students. The K5 – 3rd grade enrichment session will be activity based, while the 4th through 7th grade session will focus on theater-based literacy. Mrs. Conklin, Mrs. Runnoe and Mrs. Shambarger will split basic skills sessions. Former Seb's grads could assist?

New Pastor and Parish Administrator: Fr. Larry Chapman has been hired as the new St. Seb's and St. Cate's priest. He will do a meet-and-greet on June 22nd at St. Cate's. He will preside over the 6 p.m. Mass at St. Seb's that day, with a possible 'hello' at the 10:30 a.m. Seb's Mass. Fr. Larry will be at Seb's entire day for Mass on June 29th, with a formal meet-and-greet after the 10:30 a.m. Mass. Parish Administrator job posting has not been filled; posting has been retooled to more correctly reflect desired background and qualifications of applicants. Resumes are being collected as of meeting date; Mike Kamenski will be reviewing as part of committee tasked with responsibility. Hiring goal was previously May 1st, 2014.

New Business:

Job Openings: Second grade has had twenty applicants as of meeting date. Ohio-based applicant Kerry Martin (sp?) has been hired for 2nd grade position. She has a focus on early childhood and special education and one year of teaching experience. Middle school religion position has been more difficult to fill; ideal applicant has middle school *and* theology background. Ms. Holahan will not be returning next year, as she has taken a job in Green Bay. Looking for person to job-share K5 position with Mrs. Conklin. Given smaller number of K4 applicants as of meeting date, K4 may only be offered once per day. Mrs. Grant may then be half-time, though that is TBD.

Final Ed Cmte Meeting of '13/'14 Academic Year: Will follow 6 p.m. Mini Open House. Ed Cmte meeting to start at 7 p.m. instead of 6:30. Ed Cmte members are needed as tour guides.

Ed Cmte Sub Committees: There are three sub-committees that need to be formed, and require volunteers from Ed Cmte. They are: marketing (why send your kids to Seb's?), strategic planning (previously discussed) and general curriculum (less specific than Common Core sub-committee). Ed Cmte members are encouraged to review, and join at least one of the three sub-committees – report your interest at Jun 19th meeting date. As Joel will not be returning to Ed Cmte next year, a new scribe is also needed. Lastly, a vice-chair is needed to shadow Joe; duties include sub-chairing meeting and grooming for 2016 Ed Cmte chair role. Next year's Ed Cmte schedule will be discussed and planned at the next meeting taking the all of the above into account.

Closing Prayer: Maureen O'Meara Rowen

Next Meeting: Thursday, June 19th at 7:00 p.m. in Multi-Purpose Room following Mini Open House.