



St. Mary Immaculate Parish School School Board Agenda Minutes

Tuesday September 8, 2020 7:00 PM via Zoom

Welcome & Call to Order – Kevin called the meeting to order at 7:03pm.

Attendance

Staff: Fr. Pat Mulcahy, Mrs. Errthum, Br. John, Denise Rowan
School Board: Micheline Basile, Mike Baumgartner, Evan Beattie, Andy Chlebana, , Natalie Engel Andy Heinen, Jason Hlavacs, Kevin Joanis, Donatus Kotogbor, Meredith Patchett

Opening Prayer – Father Pat lead the opening prayer.

1. Acceptance of September 8, 2020 Agenda

Motion by Mike Baumgartner, seconded by Jason Hlavacs to approve the agenda. The motion carried by a voice vote.

2. Acceptance of August 2020 Minutes

Motion by Jason Hlavacs, seconded by Donatus Kotogbor to approve the minutes. The motion carried by a voice vote.

3. Administration Reports

a. Pastor/Parish Report – Fr. Pat/Denise Rowan

Father Pat introduced Brother John, a new seminarian at St. Mary Immaculate. Br John is a Dominican Brother who will be learning sign language as part of his ministry.

b. Principal's Report - Mrs. Errthum

Mrs. Errthum said that there are currently 324 students and 214 families enrolled. They have added two second graders. There is room for 3 preschoolers, 1 pre-kindergartener, 2 kindergarteners, and 1 first grader. All other classes are now closed to new students.

The school is looking for a part time technology teacher and a first grade aide.

Bus service will end on September 11th. SMI will have bus service again if District 202 resumes in person or hybrid classes. Pick up and drop off is improving. The school will be meeting with a consultant to discuss whether there are further improvements that can be made.

The school will need a long term substitute teacher in 1st grade this fall and then in 4th grade in the New Year.

When the School Board asked about Covid cases and procedure for sick kids, Mrs. Errthum explained that no students or staff have been diagnosed with Covid. When students have symptoms, the parents are given three choices – get a doctor’s note with an alternative diagnoses, stay home for 10 days, or have a negative Covid test. Evan Beattie contacted his father-in-law, a doctor in Southern Illinois, for information about rapid tests. Denise Rowan noted that the Parish has a staff nurse, Pat Mander, if a nurse is needed for testing.

Donatus Kotogbor. Asked whether there was live remote learning. At this point, while students are in school, there is no live stream. When a student is home sick, the teachers touch base regularly to assist. In the event that the school has to quarantine, there will be a full remote learning program,

Kevin Joanis asked whether schools had access to each other’s plans so they could look at best management practices. There is no current collaboration but there likely will be at the next principal’s meeting on September 22nd.

4. School Committee Reports

a. Home and School

Home and School is meeting next week.

b. Athletics

Athletics has met once, Cross Country season is on-going with the minimum number of meets to qualify for sectionals.

c. Band

Band has not started as there is not a safe place for practice. Mrs. Wehrli may begin working with students virtually after school.

5. Board Committees – Review planning meeting since last meeting

Evan Beattie will create a spreadsheet to help all of the committees keep track of their projects.

a. Finance

The budget anticipated 314 students but there are 324 enrolled. The extra money is helpful as there are some fundraisers that have been cancelled. Denise Rowan added that the budget is such that we should be OK if there is not the typical revenue from Galabration.

Budgeting for next year will start in February / March after the teacher salaries are released. Kevin Joanis and Denise Rowan will attend Finance Committee meetings once their regular schedule is able to resume.

Evan Beattie asked whether there were line items in the budget for each fundraiser and whether the historical revenues were available. Kevin Joanis will forward the last 5 years' worth on information. PNL for this year is \$170K.

b. Fundraising

Mrs. Errthum had an idea for a socially distant Trunk or Treat event where cars would be parked further apart and families would drive by. Because Trunk or Treat is the day before Make a Difference Day, there are not likely any weddings planned so we should have access to a larger part of the parking lot. There will be a meeting to discuss ideas with the Truck or Treat Committee.

Breakfast with Santa will likely have to be cancelled. Since the 8th Graders will not be fundraising for a trip this year, an online butter braids fundraiser can be considered as a replacement.

c. Mission Statement/Culture

We are going to update our mission statement. This will start with a survey of stakeholders. Everyone should think about 5 mission statement related questions and 5 school culture questions and forward them to Andy Heinen and Natalie Engel. Along with Micheline Basile and Andy Chlebana, they will narrow to a suggested 3 questions per subject and will bring a draft to the school board at the next meeting.

d. Strategic Plan

The last Strategic Plan is from 2011 and has been largely achieved (1:1 technology, preschool, etc). An updated plan is needed. Kevin Joanis will send out the last plan for information.

When asked about the plan for number of classrooms, Mrs. Errthum explained that the goal would be to have 1 classroom per grade. They will keep two classes for the larger grades until graduation and will then scale down.

e. Covid-19 Task Force

The situation changes daily so they are forwarding information to Mrs. Errthum as it becomes available. One parental concern was brought up which was forwarded to Mrs. Errthum.

Andy Chlebana asked whether we can learn anything from the situation at JCA where a student was diagnosed with Covid. The school will work on a statement in case the situation comes up.

Evan Beattie spoke about compiling a list of places where families can go for testing,

6. Discuss Future Agenda Items

Email Kevin Joanis to have items added to future agendas.

7. Closed Session - None
8. Closing Prayer and Adjournment – Brother John lead the group in the closing prayer. The meeting was adjourned.

Note: Meetings are the second Tuesday of each month. The next meeting is October 13th.