

St. Robert School Advisory Commission Meeting, 8/12/20

St. Robert School, outside Riley Hall

Meeting called to order at 6pm by Chair, Kathy Fletcher

Members Present

Kathy Fletcher , SAC Committee Chair

Lauren Beckmann, Principal

Kristi Falber, Director, Marketing and Engagement

Father Enrique Hernandez

Susan Sprenger, Education and Formation Committee Chair

Joe Cincotta, Policy Committee Chair

Carl Cahill, Marketing and Recruitment Committee Chair

Kevin Casper, Development Committee Chair

John VanRooy, Environment and Infrastructure Chair

Dan Wycklendt, Budget and Finance Committee Chair

Krystia Nora, Liaison to Home and School Association

Liliane McFarlane, Engagement Chair

Sheila Hanson Loehrke, Secretary

Other Individuals Present:

Peter Sorce, Facilities Manager

1. Approval of the minutes: July minutes approved for posting.
2. Kathy reviewed school advisor commission/committee overview document.
 - A. Discussion as to who the liaison to the parish will be. Joe Cincotta volunteered to take on this role.
 - B. Compensation model may need to be looked at in the future. Lauren will bring this to the board as needed.
 - C. SAC needs to present a unified front to the community.

D. SAC encourages having a non-parent member and a teacher attend SAC meetings.
Lauren will look into finding this person.

3. Kathy reviews St. Robert Mission, Values, and Vision.

A. This should be used to guide our work.

Principal's Report:

- Overwhelming positive feedback from parents from webinar she did on 8/5/20.
- Many offers to provide assistance, from volunteers to financial support.
- There are a few parents distraught that our school is not offering a virtual option. Need to take seriously that there may be more families. To address this, Lauren sent out a survey to teachers yesterday to get their responses about offering a virtual option in addition to in-person. Teachers will need to endorse this. Need to see where the teachers land on this issue before a decision is made.
- The school is prepared to offer virtual learning to students who have a preexisting condition that puts them at high risk. School is willing to make health exceptions.
- Considering a virtual option starting in October. **Susan Sprenger will do research to see how this process will work.**
- There is a virtual plan in place for the students who are home quarantined due to COVID. There will be live streamed instruction for these students.
- SAC recommends that more info be given to parents to help assure parents about our school reopening plan. **Lauren will send out clarifying information.**
- 2 new students will benefit from the SNSP.
- How will Lauren handle the absence of teachers due to COVID? She will have a teaching assistant type position.
- **Lauren will look into virtual big buddies.**

Father Enrique's Report:

- Father Andrew started this week. He will be PT with our parish.
- St. Robert and Holy family have been established as teaching parishes by the Archdiocese.

Engagement Report: Kristi Felber

- Budget was for 255 students. As of today, we have 288 fully enrolled students. There are 20 at varying stages of the enrollment process.
- 4K at 21 students enrolled and 3 more in the pipeline.
- 5K at 19 students enrolled and 3 more in the pipeline.
- 1st and 2nd grade are full at 32 students
- 3rd is full for one classroom. Would need to hire a 2nd teacher if more enroll.

- 4th is full at 34
- 5th is full at 36
- 6th is full at 39
- 7th is full at 36
- 8th is at 30, so could enroll a few more.
- Belief is that most of the new families will stay beyond this school year.

Fundraising: Kristi Felber

- *We received a \$50,000 restricted gift from an alum in memory of his mother. He wants to do a special project to make our front office more welcoming to the public. This is an anonymous donation.*

Staffing update: Lauren Beckman

Filled:

- Joe Jefferson will be on medical leave for 2 months and we have a long term sub in PE. This person is a certified yoga instructor. Plan that this teacher will utilize he yoga skills.
- New reading specialist has been hired to replace Sue Klawans resignation
- 5th grade teacher hired to replace Mrs. Dietz.
- Special Education coordinator to replace Mrs. Meservey.
- 4K teacher hired to allow for 2 classrooms.

Positions still need to be filled:

- 5K teacher
- 3rd grade teacher
- special ed aide

Peter's report:

- Peter has measured every desk, square footage of classrooms to determine how many students we can safely have in class.
- School purchased 4 electro static sprayers, \$700 each, someone has also made a donation to purchase more. They use Tersano cleaning system. These will be used to disinfect surfaces.
- Each classroom has a heating vent. There is a duct that goes out to the outside. There is a damper that allows outside air in. Even if the windows are closed, there is fresh air coming in from the damper. Advanced radiator systems in the classrooms. There is a fan unit to bring fresh air in. Return air is filtered. Plan to keep windows open as much as possible even during the winter.
- Peter reported on an air filtration system, GPS-FC24-AC that he has researched. Increases our ventilation system. Makes molecules larger to allow the filter to trap them more efficiently. Designed to last 10-15 years. Simple instillation. Could run this system 24/7 if needed. Will run 2 hours before and 2 hours after classrooms are used. This will increase the air quality in the building. Ionization unit allows for outside and

inside air to be ionized. **Peter will get clarification on the companies benefit claim that there is a 30% energy savings by reducing outdoor air intake by up to 75%.**

These will be installed before school starts. Close to \$20,000 to purchase this system.

Peter and John are recommending that we install these. Father Enrique has given approval to use endowment funds to order this system. It needs to be ordered immediately so they can be installed before school starts.

- Lori Albright did research on getting fans in the classrooms. It is not the best idea to blow air around in the room. Hard to blow air in and out of windows using fans. We will continue to study this issue.
- **Kristi is going to put together an appeal to families to raise funds for this ventilation system.**

Sub-Committee Reports:

Engagement: Lillian McFarland

- Working with Home and School to identify ways to engage new families during these quarantine times
- Getting the kids talking about current race issues. School materials
 - Need more host families. 8 new families still need a current host family.
- Identifying opportunities to market the school to other parishes where families of color attend mass and don't have a school.
- Creating an engagement opportunity for St. Robert parents called "On the Porch" to discuss racial equity and inclusion at the school
 - Identifying 8-10 current parents who would be interested in participating in "On the Porch" discussions. Need parents to help facilitate these "On the Porch" discussions to discuss race.
 - Identifying tools to facilitate such discussions including articles, editorials, or books that parents can read prior to the meeting to begin discussions
 - Desire is to have these discussions several times through the year to help folks along the racial equity continuum

Development: Kevin Casper

- \$225,000 raised in the annual fund. Exceeded the goal by \$15,000. The access was provided to families who needed financial support due to COVID. Parents contributed over \$100,000. 45% of parents contributed. Alumni contributed more than \$80,000.
- Committee members was not 100%, hope that all members will contribute in the future.
- New marketing mailer went out to alumni.

- Going to create an alumni Facebook page.
- Blackbaud: Donor database. Modern piece of software the school is now using to track alumni and all donor constituents. Data collection tool. Donor profile.
- Usually an annual fund party. Due to COVID, looking at ways to connect families. Cohorts and Cocktails or Conversation. A small short party in someone's yard. This would solve the class party and annual party issue. This allows families to get to know who is in their cohort. Simple safe way to have class parties. Home and school is going to talk about this next week. Also, offer a virtual party option.

Bold sentences are to do items.

Meeting adjourned at 8:33pm.