

# St. Robert School Advisory Commission Meeting, 10/14/20

---

St. Robert School, Reilly Hall

Meeting called to order at 6:03pm by Chair, Kathy Fletcher

## **Members Present**

Kathy Fletcher , SAC Committee Chair

Lauren Beckmann, Principal

Kristi Falber, Director, Marketing and Engagement

Father Enrique Hernandez, Administrator

Susan Sprenger, Education and Formation Committee Chair

Joe Cincotta, Policy Committee Chair (via virtual)

Carl Cahill, Marketing and Recruitment Committee Chair.

John VanRooy, Environment and Infrastructure Chair

Dan Wycklendt, Budget and Finance Committee Chair

Terry Mambu Resch, Liaison to Home and School Association

Sheila Hanson Loehrke, Secretary

## **Members not Present:**

Kevin Casper, Development Committee Chair

Liliane McFarlane, Engagement Chair

## **Other Individuals Present:**

Erin VanRooy: Parent

1. Communication Plan
  - A. Erin VanRooy: provided her expertise on COVID response communication.
    1. Unite parent community and create advocacy.
    2. Communication plan will create a consistent and constant communication channel.
    3. Making sure everyone's informed anytime there is a positive COVID case.

4. Having the info public on the website is a good idea, transparency is good.
5. There is a form on the website where people can ask questions. No one has utilized this platform.

## 2. Principal's Report: Lauren

### A. Reviewed 2020-21 Budget Projections

- a. Tuition is up \$204,077 from what was budgeted.
- b. Reg fees is up \$800 from what was budgeted.
- c. Instrumental Music is down \$12,700 from what was budgeted.
- d. SNSP is down \$27,997 from what was budgeted.
- e. Instruction Licenses is up \$656 from what was budgeted.
- f. Tech Equipment is up \$19,795 from what was budgeted.
- g. Field trips is down \$25,000 from what was budgeted. (No field trips as of now)
- h. Hiring 2 new teachers is up \$86,423 from what was budgeted.
- i. SRS has \$82,306 surplus (excess cash to our budget)
  - Going to need a new teacher for 2021-22 4th grade class.
  - Discussed providing teachers with a bonus
- j. \$184,000 is budgeted from Home and School
- k. Goal is to increase School Society fund by fundraising
- l. Annual fund goal is \$210,000.

### B. Virtual Learning Update:

- a. Lauren has been working with the teachers to develop a Virtual Learning Expectations Guide that will include video tutorials for each grade level. This info will be put in COVID Dashboard. This is a work in progress. Hope this will be completed by the end of the month.
- b. Discussed whether students should wear school uniforms doing virtual learning.
- c. Do a pulse survey once the virtual product has been out there for some period of time.

### C. COVID Plan updates:

- a. 4K is wearing masks all day.
- b. Not going to use ziplock bags for masks. Now going to use lanyards.
- c. Start using middle school seating chart. Going to try and be more consistent on where middle school students sit. Still working on this.
- d. Recess plan: weak spot in the entire day. Adding cones starting tomorrow to help manage keeping non-cohorts apart.
- e. How will holidays look like given Thanksgiving and Christmas? What is the best way to manage this? The health dept recommends sending out reminders and guidelines. Lauren will talk to the faculty

to gauge their thoughts on doing virtual learning for some time around Christmas.

D. Crossing Guard Update:

- a. Lauren received guidance from Rebecca Ewald, Shorewood Village Manager. She consulted with the village attorney. She provided 2 options for volunteers.
- b. Will not be asking 8<sup>th</sup> graders to be a crossing guard.
- c. Susan will do a sign up genius for crossing guard volunteers. Will ask Father to put a message in the newsletter asking for parish volunteers.
- d. Dan will buy 2 high visibility vests.

3. Kristi Felber's report

A. Leadership Summit is meeting tomorrow for the first time. Comprised of representatives from H&S, SAC, and the Development Committee.

- Will discuss what are each group's goals and objectives
- What is reasonable in this environment
- How can we work together to move the collective goals forward.

B. New parents were surveyed about several areas and the resounding response was positive.

4. Additional personnel:

- Lauren will start internal conversations and carve out a job description.

Action Plan:

1. Put out Frequently Asked Questions on our website. Lauren
2. Develop a Virtual Learning Expectations Guide to be posted online. Lauren
3. Set up a Sign up Genius for crossing guards. Susan
4. Purchase high visibility vests for crossing guard volunteers. Dan
5. Carve out a job description for a new position to help support SRS leadership. Lauren

Meeting adjourned at 8:09pm.

Minutes prepared by Sheila Hanson Loehrke