

Minutes from Education Commission Meeting
November 17, 2016 7:00PM

Voting Members:

Emily Weigand- present
Jeff Polly- present
Dave Tanner- present
Carly Vondrell- present
Trisha Wynn- called in on speaker phone
Beth Sander- present

Non-Voting Members:

Fr. Jerry Hiland, Pastor- present
Jane Brack, Principal- present
Julie Zinser, Religious Education- absent
Fran Schwartz, Parish Council- present
Ken Haber, Temporal Affairs-absent

- A. Prayer/ Reflection led by Fr. Jerry to open the meeting at 7:00PM
- B. Approval of Minutes from previous meeting-1st motion by Jeff Polly, 2nd motion by Beth Sander
- C. Communications from guests/parish members-none present
Seminarian Elias had trip to the Carolina Panthers football game. His family in Uganda received support from the General Manager. Very special trip for Elias. This was reported to us by Fr. Jerry.
- D. Reports:
 1. Pastor-
 - Lots of Latinos as members of our school and parish
 - The celebration of Guadalupe would like to include everyone in the school and parish
 2. DRE
 - See attached notes from Julie Zinser
 3. Principal
 - 259 enrollment and 2 families in RCIA program
 - 5th grade: Mrs. Amy Thomas has resigned due to young family commitments. Mrs. Duncumb has been hired for this position and will begin her position on January 3rd.
 - Chromebooks are being used by 7th and 8th grade. The malware needs to be installed for the 6th grade chromebooks. The laptops carts have been moved to the 4th and 5th grade classrooms for them to use.
 4. Temporal Affairs- none
 5. Parish Council- Fran Schwartz
 - Meetings are every other month
 - The holiday mass schedule is complete

- Would like a worship commission
6. Tuition Review Board-need to contact Cindy Engelhardt to make contact with the board
- E. Unfinished Business
1. Election of Chairperson, Vice Chairperson and Secretary- All approved
 - Carly Vondrell, Chairperson
 - Jeff Polly, Vice Chairperson
 - Beth Sander, Secretary
- F. New Business
1. Feedback/Evaluations on teachers and administration
 - If these are presented in good faith they could be helpful
 - Mrs. Brack completes formal evaluations on teachers 2 times per school year. Informal walk thrus of classrooms are done every 1 to 2 weeks by Mrs. Brack.
 - Mrs. Brack is evaluated by the Archdioceses three times per school year
 - Every 5 years there is an accreditation survey that is sent to school families
 - The commission will look at creating a feedback survey
 - ACTION: the voting members will bring on item to add to the survey for the next meeting. This will be a non personnel item. The focus will be on the school.
 2. Moring drop off
 - All issues have been resolved by adding signs and morning volunteers.
 3. Question by Mrs. Brack in regards to who decides class size.
 - Her concern is specially the amount of students per classroom.
 - Has been told that 20 students are needed to run a classroom.
 - She would like to see the Kindergarten be able to offer 2 classes due to the large number of current students and also be able to offer 2 classes due to the amount of interest in our kindergarten.
 - ACTION#1: the commission feels it's necessary to have Parish Council, Temporal Affairs and Education Commission to support the need to assess the number of students per classroom per grade to better meet the needs of the students. A proposal has been requested to completed by Mrs. Brack.
 - ACTION#2: This proposal will be presented to Fr. Jerry.
- G. Announcements- next meeting is Thursday January 19th 7PM in the Faculty lounge
- H. Adjournment- meeting was adjourned at 8:20PM motioned by Carly Vondrell and 2nd by Dave Tanner

**Next meeting is Thursday January 19th at 7PM
in the Faculty lounge!**