

Parent Leadership Team Meeting Agenda

Date: July 23, 2020

Location: OLGC Parish School Room 17

School Mission Statement: We exist to offer a life-changing encounter with Jesus and equip leaders to transform the culture.

Purpose: To support and enhance the experience for our students both academically and spiritually through fundraising and volunteer opportunities uniting families and staff to serve our parish school while transforming the culture.

Members:

√ Melissa Hunt
Principal

√ Kaelah Lesnau/Danielle
Suhy
Secretary

√ Susie Heinemen/Sally
Dombrowski
Parent Lighthouse Team

√ Sean Bartolucci
President

√ Becky Stasevich
Treasurer

√ Justine Jeffery
Vice President

√ Angela DiSalvo
Hospitality

√ Stephanie Camalo
Fundraising

- I. Call to Order- 3:38pm
- II. Opening Prayer- *Kaelah Lesnau*
- III. Approval of last meeting minutes- Becky approves, Susie seconds

IV. Principal's Report-

-Kylie is going on maternity leave, so she's been working on the shirt for the school year. She is suggesting that we get the kids a solid green shirt and the teacher one would be white on white and the staff will tie dye the t-shirts together as a staff building activity. The price per shirt with the two colors is a little more, but we will still make a profit. We will sell them at Meet the Teacher for \$10 a shirt with designated days for the kids to wear them as out of uniform days.

-they have been working really hard on the re-opening plan for OLGC. Although some schools sent out their plans to re-open early, we waited to get the AOD's plan to utilize their guidelines. The new plan will move forward as long as we are in phase 4 of the state's reaping guide. The first few pages will be just an overview and then it goes into great detail and will be broken down per grade and describe what it will look like for each grade level and throughout the school. Kaelah mentioned having an explanation video (like a safety video on airplanes). The team thought this would be helpful for kids and parents to see what the school will look like. Sean suggested having a scheduled Zoom meeting that will be set to

answer questions once the re-opening guide is sent out. Face shields and masks have been donated for students, but under the governor's plan- they have to wear masks, not face shields (while in phase 4). Everyone has to wear masks at arrival, dismissal, and in common areas. 4th grade and younger do not have to wear them inside the classrooms. Parents will need to provide a doctor's note if their children cannot wear a mask for medical reasons.

The Distance Learning task force has been working really hard as well. They've been working on setting a schedule in the event that we would move to distance learning. The current task of the team is to come up with what DL will look like short term- for example if a student or a teacher has to quarantine for 2 weeks. There is already a parent lab scheduled for 10/13 for parents to learn more about Distance Learning and to also coach and train parents on Securely so that they know how to log in and view what students have been doing on their devices. There will be a new technology agreement that states how much replacement parts would be in the event something is broken.

We are now capping our K-8 tuition at 3 children and providing a 40% PK discount for families with more than three children. Large families will now be saving a lot of money and this will be great advertisement/selling point for our school.

Enrollment has not changed much. From the recommitment we did have a lot of families that offered money to help. Those families will all receive a thank you letter next week and directions on how to give.

Uniforms for next year- there will be another year to transition to the new school gym uniform.

As we share out our plans for DL and re-opening schools:

There will be changes in mass times- we will be gathering in smaller groups (mass will be Tuesday-Friday to accommodate this). Under phase 4 parents will not be able to attend school liturgies.

The AOD has been providing some great training on how remote assessments will be provided in the event we return to Distance Learning. We will now be moving from NWEA MAAP testing to STAR testing so that we can compare our students to other schools. We will be thinking through how to best communicate this change with families. With MAP testing, IXL was supplemental and allowed us to correlate the two programs, so we will be moving from IXL to Freckle to correlate with the the STAR testing.

Communication- we are always striving to improve at our school. Currently we are using the Crusader Connection as the main platform. Melissa would like us (the PLT) to include a little blurb in the connection to share what we are doing, to invite people to upcoming activities, etc. One of the first things would be to communicate who we are to the school. Each of us should submit a picture and a short introduction to be submitted to the Connection.

We have to rethink the first day of school and how to make it as fun as possible. Parents cannot come into the building- Melissa thought to hire a photographer for the day to capture the first day of school activities, etc and post them for families to see.

V. Treasure's Report- Becky has a brief update: with the changes at the Parish Office (Nancy is no longer employed with the parish) Becky has not been able to reconcile the books until the new accountant contacts her. She shared the new budget that we can adopt at a later date. There were questions on how Leader In Me will be implemented during distance learning and how that chunk of money will be used. There was a proposal to change the wording from budget to "forecast" or have a separate column for the forecast. Sean suggested having items listed as "Risk and Opportunities". We discussed what the breakdown of the Leader In Me costs are. Melissa's hope is to move forward as "normal" as possible. While we were out of school, the staff did receive PD on how to implement Leader In Me online. The distance learning task force will review the idea of putting it on hold if we are not face to face learning. Melissa shared that we do have some wiggle room and if we need to cancel trainings and not have the consultants come in, etc. we would not have to pay for those.

We will all review the documents from Becky and discuss at a later date- possibly through email.

Melissa had a proposal for volunteers at the school to have all opportunities in one place- but they are all really expensive. It would be \$200 for signup.com. There would be one link to take you to a site that lists ALL opportunities to volunteer at the school. Kylie needs a "yes" to move forward on this. Sean put it to a vote to add it as a line item in the budget and it was unanimous.

VI. Outstanding Business

A. Fall Bash and Fundraising- We discussed the Fall Bash and the logistics of running it with the restrictions we currently have. We threw around possibly looking at some outdoor venues: car dealerships, airplane hangers, etc. Steph is in talks with Andiamo and Bigalora for the catering. Melissa suggested moving it to 10/3 and having an “all call” video to solicit volunteers. We talked about having it at the church and using the patio outside of the Adoration Chapel. There are pros and cons to all dates- 11/7 is risky because of Covid and weather. We could bump to 10/3 with the risk of not getting enough donations because of the short notice. 10/2 is also a possibility. **After our meeting, 10/2 was secured as the date for our Fall Bash**

B. Leader in Me: Sally brought up doing the book study online through zoom and Melissa suggested having both options for those that want to meet in person and those who may not be comfortable yet. We also talked about having the Habit Hop and the Winterfest combined and holding it earlier in the year and having it in the Fall.

C. Meet the Teacher may need to be done by alphabet to allow for social distancing.

D. We are doing breakfast on 8/18 for the staff- we should be there at 8am to set up while they are at mass. Angela will contact Julie to have tables set up, Kaelah will contact the bakery for quiche and pastries. Melissa asked us all to introduce ourselves to the staff during breakfast.

VII. New Business

A. PLT introductions (see above in Principal’s Report)

B. Monthly Communications (see above in Principal’s Report)

VIII. Closing Prayer- *Becky Stasevich*

IX. Adjournment- 5:38pm

UPCOMING MEETINGS

8/6/20 @ Noon Location TBD

8/20/20 @ 10am Location TBD

10/28/20 7:00 pm- Open Meeting

1/13/21 7:00pm- Open Meeting

4/21/21 7:00pm- Open Meeting

