

Meeting Minutes

Tuesday, July 14, 2020

Via Teleconference

**Present:** Fr. Houlihan; Linda Monahan; Donna Weeda; Amanda Scherlie; Monica Yankus; Andy Hanneman; Michelle Howell; Deb Walton; Melicca Carpenter

**Absent:** Jennifer Moss

Meeting called to order at 6:30PM by President Donna Weeda; Father Houlihan led opening prayer

Michelle Howell moved to approve the minutes from the June meeting; Monica Yankus seconded the motion; none were opposed to approval

- Deb Walton opened with Marketing side the Strategic Plan
  - Deb to post Job Description for Committee Membership on website
  - Working on a Short Video as an intro to Pillars and mission statement
    - To be completed by next week
- Discussion of “List of Potentials”
  - Amanda has Maria Schmidt interested, Mary Jo Meisinger considering, Kelley Steele no response, Kara Hadfield is a “no”.
  - Monica – sent personalized notes out to her list, will follow up later this week
  - Donna – sending her notes out this week in mail, will follow up next week
    - Donna added that Jennifer was working her list also.
  - Michelle Howell – Response from Michelle Vulgomott-Tuesdays don’t work for her but would consider helping if meetings were on other days. No response from other 2.
  - Andy – Will make contact this week and also looking at others not on the list.
  - Deb – to send info to Sue for bulletin and asked if Parish Council had interest
    - Donna stated that Parish Council meeting was Q&A about current and previous plan. No one on P.C. really stepped up or offered to help.
      - P.C. also questioned unfinished tasks from pervious 5-yr. Deb stated

that some in yellow/red could re-appear in the new 5-yr plan.

- Donna mentioned to push more of educational standpoint on S.P.
- Updating of Strategic plan on website & further marketing discussion
  - Deb asked if it is time to remove old strategic plan and info from website and update with newer marketing pieces – brochure, video, etc.
    - Can we attach/staple to the brochure to bulletin
    - Previous plan was dispersed via table in commons, open houses, school office
    - Fr (with Deb’s help) to potentially draft a letter/note to coincide with brochure
  - Deb to work on updating the informative pages for Strategic Plan
- Roll Out Plan
  - No public open forum
  - Push people to the website for info
    - Video, brochure, etc to be on website by next month
    - Application to be online
  - Video/ Brochure at mass
    - Fr stated that attendance is low at mass and low watching live. Video would be more appropriate to post on FB.
    - Andy mentioned “sponsored ad” on Facebook to target more – “friends of friends” of the Church/School FB Page
    - Also email video/brochure to school list as well as parishioner list
    - Can we send info to the Plattsmouth Chamber to solicit for help
    - Adding a Newspaper Announcement
  - Timeline for Roll Out (August Meeting)
    - Video Teaser and Draft of Brochure to be done
    - List of Potentials to be gone through with additional members interested stated
      - Could give them an advanced copy of brochure
    - Audit of the mission statement – getting the new statement out
- School (Reopening / Enrollement)
  - Fathers Report - Discussion of Mass capacity for parish – possible for 2021
  - Reopening School – Children to attend school every day, & mass every day (in gym)
    - Masks / No Masks – 50/50 opinions right now – will follow recommendations

and other schools in the area

- School Facebook Account was hacked
  - Deb & Linda working on correcting issue as well as correcting Linda's personal accounts, credit cards and any other associations with the FB Account.
- Enrollment & COVID
  - As of July 14<sup>th</sup> - 147 enrolled – 20 less than last year
    - 5 – move to new school
    - 1 – family to home school
  - July 21<sup>st</sup> – “COVID Return to School” Committee Meeting
    - To create plan on what to do when/if a COVID Case occurs @ StJB
    - Mask/No Mask opinions?
    - 8oz Hand Sanitizer Per person
    - Discuss Kitchen/Lunch strategies
    - Fabric Masks being donated – would be available to each student and laundered every night by school to use the next day
      - Cannot “require masks” but HIGHLY suggested
    - Face Shields for teachers being donated
    - Teachers rotate classrooms in Jr High?
    - Melicca asked about Daily Mass or rotating Mass days?
      - Daily Mass to be completed in the gym every day
        - Sitting 6' apart – still able to give communion
      - More direction from diocese to come
    - All plans for school return must be approved by health dept
    - “Scenario Planning” to be prepared according to guidelines with health dept
    - StJB to be in the “same book but not the same page” as other community schools (PCS, Early Childhood, etc). Will take advise from local schools planning
  - Discussions of Cleaning building
    - Janitor Ashley has left but school has hired JanaKing to replace.
    - JanaKing to have 2 persons cleaning 7:30-4:30pm with overlap at

lunch

- Recess
  - Divide the playgrounds into sections and rotate to different sections to keep children in each classroom socially distanced.
- Distance Learning
  - Diocese can offer Web Cams for potential students who do not wish to attend class in person, but can watch/participate via camera online
  - 15 Cameras to be ordered (Approximately \$74 each)
  - Packets & Showbie can be utilized also
  - Utilize Web Cams for recording instructional videos from teachers and upload to Showbie
  - Using this distance learning to keep the students enrolled who's parents may or may not want to utilize masks
  - Absenteeism/Truancy
    - If a child is distance learning, does this count as absenteeism/truancy issues?
    - Will be addressed with the N.D.E. via email from Linda M.
- Sarpy/Cass "Dial" – Green/Orange/Yellow/Red
  - Following guidelines per this Dial for positive cases
- COVID TESTING
  - Temperature check and questionnaire at the door for entrance into school
  - How to report positive to school?
  - Require parents to send doctors note for return of student.
  - Melicca stated – any positive COVID test is reported to the NE-DHHS.
    - Is the dept mandated to report positives to school? HIPPA rules?
    - Linda to ask Health Dept on Thursday (July 16)
- Linda to send email/correspondence by end of July
  - To include a 1pg short description
  - Possible Q/A as Andy stated

- Deb Walton has resigned
  - Still going to assist StJB as much as she can
  - No job posting has been sent out yet as Deb had completed so much for the school – need to narrow down a possible job description
- Adjusting School Days Off & Parent Teacher Conferences
  - Days to add back to school calendar to get hours back into classroom in preparations for what can/will happen with COVID days off
    - Adding Sept 11 back to school calendar due to no Harvest Festival
    - Adding Grandparents Day back to school calendar (postpone until Spring)
  - Parent Teacher Conferences to remain the same
    - Possibly adding ZOOM meeting options and/or phone conferences

Father Houlihan closed with a Blessing

Meeting was adjourned

Next meeting will be Tuesday, August 11 at 6:30pm. No mention of Zoom or In-Person Meeting