

Meeting Minutes

Wednesday, December 16, 2020

Via Teleconference

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

Absent:

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

Monica Yankus moved to approve the minutes from the August meeting; Jen seconded the motion; none were opposed to approval

- Update on Parent Survey – Deb
 - Incentive to complete survey – asking for 60% response (typically only receive 30-40%)
 - Received 55% rate – highest ever. Linda to decide to offer the incentive (extra recess) to students being that we were so close to our target goal of 60%
 - Ratings have stayed consistent as previous years passed.
 - Added a question regards to COVID – parents seem appreciative that students are in class learning and that the school has responded well to situation
 - Communications Pillar will work on how to share feedback from surveys to parents and elaborate on how they will address feedback given by parents
 - This is to ensure parents that we are listening and taking their feedback into consideration.
 - Communication Pillar to present their plans of action at next SAC meeting
 - Further communications to parents should be sent out yet in January/February after SAC has reviewed (prior to enrollment?)
 - When sending communication, invite parents to help on pillars

- Update on Power Point Presentation for Parents – Linda/Deb
 - Father/Deb recorded a dialogue of talking points of Finances on PP
 - Power Point to be sent out within the next week – needs to go out prior to parents receiving enrollment/tuition cost papers from Linda in January.
 - Linda to notate the delivery date of the presentation in Enrollment letter
- Update on Enrollment Packet
 - Linda is preparing cover letter, new tuition information, Good Shepherd Scholarship, School Tuition assistance, how to donate to school tuition assistance, end of year giving information, and snap-codes.
 - Will be sending out paper packets at the beginning of the January tentative to snap-codes being released by Power School.
 - Good Shepherd Scholarship – Enrollment Jan 1- Mar 31, 2021.
 - How can we push parents that qualify to apply?
 - Can we use this Scholarship as a marketing tool to increase enrollment for new families that might see tuition as “too much / can’t afford”
 - Good Shepherd “Family Tuition Cap Scholarship” also offers multi-child discount (for more than 3 children enrolled) - even if you don’t qualify for the 225% scholarship – this is for Grades K-12 within the diocese.
- Update from Father
 - Confirmation Schedule for Spring of 2021 is being worked on
 - Bishop will not be able to confirm all students
 - Is very likely Father Houlihan will be performing confirmations
 - Will possibly be breaking into 3 ceremonies (one for each grade) with limitations to 3 guests per child being confirmed
- Updates on Pillars
 - **Monica / Jen – Student Enrichment**
 - The questionnaire developed by the pillar members was shared with SAC members.

- Discussion was held on the importance of sending the questionnaire out to all parents (via hard copies) & the plan on how the pillar group would like it done. (sending to youngest or only child)
 - Printing of the questionnaire, incentives for students, a target date for distribution & confirmation from Mrs. Monahan on parent volunteer hours were also discussed.
- **Melicca / Deb – Culture & Communications**
 - We were unable to meet as a team this month, various email and text message communication was shared regarding next steps.
 - The Pillar will be working on developing a plan on how to communicate the results from the parent satisfaction survey as well as developing action items related to the feedback we received from parents.
 - Melisa Ging reached out to Donette Koelzer (HAS president) and she will be joining our meetings so we can discuss how to grow the organization and improve engagement, communication and advocacy among our parents.
 - **Amanda – Enrollment & Marketing**
 - No meeting this month – discussions via email
 - Team broke up graduating class photos per person to try and build an alumni group through the Facebook Page
 - Updated / Added St John’s to the following Community Websites:
 - Buccaneer Bay
 - Murray, NE
 - Beaver Lake
 - Plattsmouth, NE
 - Unable to find any communication/website with City of Glenwood
 - Instead of using a survey – can we add a tab to the School Webpage that would be a “fill in the blank” registration to generate an alumni database
 - Idea behind building the alumni database is to continue to market the school for new students from previous Alumni.

- **Andy – Advancement**
 - Andy/Michelle V. working on efficiency with online giving
 - Discussion with Father – will wait until Spring/Summer to push giving
 - Grants – is there someone currently looking for grants for school?
 - Was someone from diocese but he has quit – diocese will not be replacing this position
 - Need to be looking locally for Grants from our Community?
 - Deb sent email to Andy of local foundations
- **Donna / Michelle – Catholic Identity**
 - No previous meeting – Well work on setting meetings starting January

Father Houlihan closed with a Blessing

Meeting was adjourned

Next meeting will be Tuesday, January 12th at 6:30pm via Zoom.