**Queen of Peace School Board Minutes- September 15, 2020**

**Present:**  David Douglas, Karin Sabyan, Brandon Swanson, Mary Marquis, Renee Gaffne, Sr Lisa Maurer, Kim Evander

**Opening Prayer**: All present prayed the School Prayer.

**Introductions:** Joy Brekke attended as a school parent interested in possibly joining the School Board. Current membership on the Board was discussed. It is important for the work of the Board to have members who are both supportive of its mission and able to regularly attend meetings. Brandon is in the process of reaching out to all individuals currently listed on the Board to determine who is able to continue in that role at this time.

**Review/ Approve previous meeting minutes**: Minutes were accepted with a correction to the spelling of Sr Lisa’s name.

**Communications**: Future of Hope status- This group will function as the engine to drive the evangelization efforts of the school to increase enrollment in the school itself and to strengthen the connection between the school and parish. It will be open to anyone interested in participating and will include aspects of marketing, fundraising and will also serve as a home/school connection.

**Principal Report**: First full week is going well. The health screening set up in the morning is working well, staggered lunchtimes have helped with moving students and the pick-up/drop-off times have been going smoothly. The school proactively contacted the city as well as all the neighbors regarding the plans for pick-up and drop-off of students utilizing the road bordering the old middle school and received positive responses from everyone.

Enrichment Classes- last year classes were offered after school; plans this year include offering some during the day for the middle school students. Wes Habedank has been named the Q of P Electives Curriculum Chair and has already presented a class on changing the oil and oil filter in a car. There will be a canoe paddling class on 9/21 after school.

Enrollment- Preschool numbers are down, however K-8 enrollment is up 7 students from last year.

COVID-19 Response- Custodial staff is cleaning/sanitizing at the end of the day; teachers are on a rotation to clean high touch surfaces during the day. Scheduling changes have helped reduce touches, eliminating the need for additional help at this time.

Support Needs- Title 1 help is limited to 2 hrs/week- volunteers are needed to help with literacy and math support during the day as well as potentially during the after-school club hours. The library volunteer is no longer able to fill the position so the school is looking for help in that area as well as during recess and selling items the school no longer uses on Ebay.

**Old Business**- The Child Safety policies which were developed last Spring by a focus group of parents have been integrated into the Parent/Student handbook for this year.

**New Business**- Joy Brekke requested direction for the marketing committee regarding photos of students on the website, particularly during enrichment classes. Discussion led to recommendations for the content of photos.

School Board Purpose- Board members were asked to review the School Board Handbook and Bylaws which were passed out. The purpose of the Board is to actively provide guidance and support to the school. While the Board may help with policy development, it is not involved with personnel or curriculum issues. School Board members can be a sounding board for concerns, but we are not a grievance/complaint committee.

Committees- The work of the Development & Marketing and Fundraising Committees will largely be incorporated into the Future of Hope, however we are in need of someone who is able to be involved in the Finance committee and possibly Buildings and Grounds.

Membership- Guidelines for voting and non-voting members were reviewed. Sr Lisa volunteered to fill the empty Vice Chair position and was voted in. Mary will continue in the Secretary position. The three-year term limits indicated in the handbook were discussed as a positive means of renewing the Board, therefore rotation off the Board was discussed. Mary will rotate off the Board at the end of this year, Renee will serve for one more year, the remainder of the Board will consider this year to be their first of three. Minutes of Board meetings will be posted on the school website.

Next Meeting: October 20, 2020, 6:30 pm