

**Saint Katharine Drexel School  
Committee Minutes  
11/10  
7:00 pm via zoom**

**Attendees:**

Jennifer Wendorf, Jennifer Crombie, Father Mike, Angela Zwald, John Bowser, Mark Roedl, Sarah Bindl, Jennifer Nampel, Danielle Paul, Marybeth Schessow, Tina Ellefson

Absent: Estella Calvo-Gil, Greg Steil

**Call to Order:**

Angela Zwald, Committee President, called the meeting to order at 7:01 pm.

**Opening Prayer:**

Opening prayer was led by Jenny Crombie.  
Jenny Wendorf will lead prayer in December.

**Introduction of Guests:**

Tina Ellefson

**Approval of Minutes:**

Danielle Paul made a motion to approve the October minutes followed by Mark Roedl.

**Roundtable - Share something positive:**

Sarah Bindl shared she is thankful for everything the staff is doing to keep the school going strong during this time. The staff has added responsibilities and are putting in a lot of extra time. Jenny Wendorf shared her son's positive experiences. Angela Zwald said that the conferences went really well for all three of her children and she felt the time was structured well. Marybeth shared that her kids were excited to see Mrs. Haase at school today. John shared that he is comfortable with sending his kids to school due to the efforts of the staff to keep students

safe, he feels his kids are in good hands and he gets a lot of feedback from staff about his child's progress.

### **Administrator's Report:**

1. The School Choice Audit by Huberty will be held on Monday, November 9 & Tuesday, November 10. Huberty comes to do our annual checks and balances of our policies and procedures. As part of their audit process they need to interview various members of staff to get a clearer picture of what is communicated consistently. This year it will be done virtually.
2. We have faced a number of challenges with our lunch program this year. The Food Service Director, who was hired at the beginning of the school year, is no longer employed in that position. We have decided to have a Taher Employee be our Director of Food Services. This should improve the efficiency and function of our lunch program. Hopefully the Taher employee will begin the week of November 16. Until then, we are running on volunteers. God bless them!!!
3. Amber Heller, our Case Manager through Catholic Charities, resigned last month. The counselors we had through Church Health Services last year, are not able to come into school this year, so currently we do not have an in-house school counselor (other than me that is!) Fr. Mike, Barb Heinzen and I did meet with the head of Catholic Charities to discuss the possibility of filling Amber's position, but nothing has been decided at this time.
4. The basketball coaches and I are currently trying to determine if SKDS will have a basketball program for our 5-8th graders this year. I sent a survey to families last week, and so far 17 students are interested in participating. If we have enough students to form teams, then we will decide if we will participate in a league or schedule local scrimmages. The Archdiocese needs to know our intent by November 15, however the basketball season cannot begin before January 4.
5. We have a few new families who have joined us this month; a family with an 8th grader, and another family with children in 4K, 3rd grade, 5th grade and 6th grade.

6. The BDUSD has offered us the opportunity to join the breakfast program they provide through Taher. This would be available to all students and would be free. We are hoping to implement this program the week of November 30.
7. Due to a number of teachers and staff being out for a variety of reasons over the past few weeks, staffing has become a huge challenge. Last week and this week, we have many of our aides filling-in various positions and the homeroom teachers have had to teach their own art, music and PE at various times. We did have one new substitute teacher join the ranks, Angela Zwald, which was a huge help last week!
8. On Wednesday, October 28, Eric Larsen provided professional development on the Forward Exam for the teachers. He was a great help in getting us prepared to implement the test this Spring to our 3rd-8th graders. He will provide another half-day session in January.
9. Glitz Update: Tricia Cargen shared that things are coming together nicely. She has already received around \$4000 donated, prior to the auction. The auction begins on Friday, November 13, at 5:00 p.m. and ends on Sunday, November 15, at 11:00 a.m.
10. Only 2 more weeks in the first Trimester, which ends on November 20. Report Cards go home December 3.
11. \$460 was brought in for the Socktober Challenge!

### **Pastor's Report:**

Father mentioned he is working on a Christmas schedule and looking forward to the Glitz auction this upcoming weekend.

### **Committee Reports:**

**Finance Committee** - No new information other than we are behind financially in regards to monetary donations. The finance committee meets next week. Jenny Wendorf inquired about whether our SCRIP

amount has increased this year. Jenny Crombie shared that the current profit for SCRIP is low in comparison to past years.

**Parish Council Liaison Report** - Father shared the focus has been on what the configuration will be when he leaves the parish. There has been discussion about having the associate pastor take on some administrative duties. They are working to ensure the new pastor is not overwhelmed coming in.

## Unfinished Business:

### Athletics

No update

### Alumni Committee

Sarah shared that the postcard will be sent out soon to our alumni. Both the postcard and the mailing labels need to be printed yet. The committee also focused on finding ways to engage our alumni on our facebook group page including posting pictures from past yearbooks and finding a class champion for each class. We will begin with posting pictures of our most recent graduates in an effort to grow our page prior to hopefully connecting with those who graduated in the 50s, 60s, etc.

### Fundraising

Marybeth shared Football Mania numbers are down but we are at more than ½ of what we had last year in sales. We will be at approximately \$9000 in profit.

### Glitz

Jenny Crombie shared Tricia is pleased with the donation items and cash donations so far for the Glitz fundraiser. The online auction will take place this weekend.

## Main Entrance

Jenny Crombie would like the committee to reconvene in the spring to discuss movement of the office and computer lab.

## Reopening School Committee

SKDS will go virtual the week after Thanksgiving along with the BDUSD.

## New Business:

**SAC Letter** - Mark suggested that we hold off on the letter until we are in a recovery mode. The committee has agreed to revisit writing the informational letter to families in March. The letter will include information about the SAC committee, it's members, contact information, and our committee purpose at SKDS.

**Strategic Plan** - Tom Anderson called Angela to thank her for the gift card we gave to him for his work on our strategic plan.

**Parish/School Relationship** - Committee members include Angela Zwald, Mark Roedl, Greg Steil, Jenny Crombie, Jenny Nampel, and Danielle Paul. Angela would like for the committee to develop a S (Specific) M (Measureable) A (Attainable) R (Relevant) T (Timely) goal. Ideas for goal setting include fostering a relationship between the staff of the parish and school communities, Increasing our school attendance at mass, Increasing parental involvement in faith formation, finding ways to be more involved in parish and school opportunities, inviting families to our school masses, finding opportunities for school students to have roles at mass and mix with the public school families.

Father suggested parish staff members having office hours at the school. Father also mentioned there will be work on March 3rd to develop a mission for the parish.

Mark is going to set up a meeting to get the ball rolling on goal setting in all of the areas mentioned above.

Mark inquired about how things are going with the new street project. Jenny Crombie said there is always police parked near the school and this

helps to slow down traffic, there is a side gate off of James street to walk through as a pedestrian gate versus where the cars are coming in, the sod is beautiful, and overall a positive new addition.

### **Closing Prayer:**

Closing prayer was led by Father Mike

### **Adjournment:**

Mark Roedl made a motion to adjourn the meeting followed by Danielle Paul.