

Sacred Heart School Commission Meeting Minutes

Wednesday, February 2, 2022

Present: David Burroughs (Principal), Pauline Kenny (Chair), Kelly Bach (Health & Safety), Karen Reinke (Finance), Charlie Herb (Facilities), Heather Bradford (Vice Chair), Kyle Clines (Parent Club President), Carlos Gonzales (Incoming Chair), Orville McDonald (Technology), Katie Goodrich (Legal)

2 guest attendees: Beth Anderson, Ignacio Davila

Absent: Father Rob, Kris Mitchke (Secretary), Fr. John Madigan (Sacred Heart Church Priest Administrator), Merrill Behnke (Parent Club President Elect)

Meeting occurred in person

Minutes respectfully recorded by Heather Bradford

Action items in bold

1. Welcome by Pauline
2. Opening Prayer by David
3. Approved Minutes from January 5th 2022 Meeting
4. Synod at Sacred Heart Church - Beth Anderson and Ignacio Davila discussed Synod, FAQs, proposed timeline, and asked for feedback about ways to engage SHS parents in listening sessions. Listening sessions will be virtual and in person and offered at varying times during week/weekends. Feedback given.
5. Auction update—David
 - a. Mad for Plaid is theme, event will be held this Saturday 2/5/2022 at Hyatt
 - b. Tickets sold out, expecting 320 people
 - c. Fund A Need focus will be new big toy on upper lot, 3 options based on donations. Lowest level will not be handicapped accessible, other 2 levels will. Planned for summer installation.
6. Committee Reports
 - a. Parish Update – Karen Reinke
 - i. High number of people engaging in RCIA
 - ii. Will hire for youth minister in spring. Weekly youth group was restarted this evening with church volunteers as facilitators.
 - b. Facilities Update – Charlie Herb
 - i. The carillon will be installed in early March
 - ii. Upper parking lot to be regraded, waiting on bid
 - iii. Vandalism (suspected skateboarder) on stairs below church, repairs planned.

- iv. Baptismal font repairs planned, waiting on bid
- c. Finance Update – Karen Reinke
 - i. School budget is in the black.
 - ii. Budget set for next year for 410-420 students, numbers are strong for next year. Budget based on 65/35 split of students with parish member rate/non parish member rate. Max capacity in each classroom around 25 students, 22 in kindergarten. 2 Pre-K classrooms has contributed to increased enrollment
 - iii. Budget from Archdiocese pushed back to mid to late March
- d. Technology Update – Orville McDonald
 - i. Tech committee meeting postponed, no updates
- e. Legal Update – Katherine Goodrich
 - i. No updates
- f. Health & Safety – Kelly Bach
 - i. Annemarie Thompson is back working in health room after personal leave
 - ii. Less number of students are out sick this week due to COVID
- 7. Parent’s Club Report – Kyle Clines
 - a. Teacher appreciation day on Friday this week
 - b. Bingo night planned for 3/18/2022.
 - c. Rescheduled Sock Hop date not announced yet, looking at 4/1/2022
- 8. Principal Update – David Burroughs
 - a. Catholic Schools week this week, Lunar New Year yesterday, yesterday also kicked off Black History Month.
 - b. Hiring for Vice Principal role, several interviews scheduled.
 - c. Positions open are 5th grade, math specialist, and aide positions
 - d. Nicole Pickett will be working on site for 2 weeks starting on Friday
 - e. David is conducting a school accreditation visit in Oregon next week
 - f. Island Wood retreat will happen for 6th grade students
 - g. Survey went out from WA state to parents about their feelings about COVID and school
 - h. Strong sign ups among students in certain grades for CYO volleyball
 - i. Re-enrollment is underway for next year
 - j. Teacher renewal contracts were sent out, most teachers will return.
- 9. Strategic Plan Review:
 - a. Engaging Our Community – Larger Community – Synod is excellent example. Also briefly discussed need for rekindling with sister parish in South Dakota and service project opportunities. David to explore option

for students to volunteer at Jubilee Reach food bank. Idea of pen pals and letter writing also discussed.

- b. Engaging our Community – Regional Gatherings/Mapping Families. Achieving this goal is difficult with COVID.

Next Meeting: March 2nd, 2022