

Sacred Heart School Commission
Meeting Minutes
May 7, 2025
6:30pm – 7:30pm
School Library

Welcome (5 minutes)

Opening Prayer (5 minutes)

Approval of Minutes (5 minutes)

- April 2, 2025

Parish Updates (5 minutes)

- Passing of Pope Francis – April 21st
- Conclave
- Annual Catholic Appeal Rebate – Parish Office Roof
- Pastoral Assistant for Liturgy – Phoebe Kwan
- Faure Requiem – Saturday May 31st at 7pm
- Vacation Bible School – June 23-27 at St. Monica
- Young Adults – First Thursdays at 7pm
- Bible Study – Tuesdays 8:30-10:00am

Committee Reports Questions (10 minutes)

- Health & Safety (Kelly Bach)
- Parent's Club (Kelsey Ashe)
- Technology (Orville McDonald)
- Catholic Identity (Kelly Surapaneni)
- Legal (Katherine Goodrich)

Principal's Update / New Business (15 minutes)

- NSBECS Standards
 - Defining Characteristics (April)
 - Centered in the Person of Jesus Christ
 - Contributing to the Evangelizing Mission of the Church
 - Distinguished by Excellence
 - Committed to Educate the Whole Child
 - Steeped in a Catholic Worldview
 - Sustained by Gospel Witness
 - Shaped by Communion and Community
 - Accessible to All Students
 - Established by the Express Authority of the Bishop
 - Mission and Catholic Identity (April)
 - Academic Excellence (May)

- Governance and Leadership (June)
- Operational Vitality (September)
- New Protocols (May – Erica)

School Commission 2024-25 (15 minutes)

- Discussion topics
 - Financial update
 - Field update
 - Scoreboard update
 - Joint middle school dances
 - Attendance at St. Monica School Commission meetings
 - Feasibility study update
 - Accreditation – Jump start 2025-2026 self-study this year
 - Collaboration ideas with St. Monica
 - Bingo Night
 - Chili Cookoff
 - Adoration
 - Catholic Identity Challenges
 - State of the School address – timing & topics
 - Mission Statement Discussion
- Objectives for this year
 - Family group transition
 - Partnering with St. Monica's School Commission: Cross attendance at 2024-2025 meetings
 - May 15
 - June 12 (2nd week due to end of year)
 - Information sharing
 - Shared events
 - Catholic Identity
 - Adoration
 - Confession
 - Religion Specialist – Emily Kirwin
 - Newsletter and new challenges throughout the year
 - Accreditation
 - Next year (2025-2026): Self study
 - Following year (2026-2027): Accreditation – new process
 - Facilities
 - Deferred maintenance

Next Meeting: June 4th

Committee Reports (May 7th)

- Health & Safety (Kelly Bach)
 - Emergency Supplies: David and Erica went down there this week. Very few things need to be updated/replaced.
 - Health Curriculum: I spoke briefly with Erica about this again and will see how I can support this moving forward.
- Parent's Club (Kelsey Ashe)
 - Distinguished Teacher and Staff Awards will be given out at Mass this Friday on Grandparents Day. We had over 100 submissions from staff, teachers, students and parents. Winners will be given a plaque, a \$1000 check, flowers, and cookies.
 - Bingo Night will also be held this Friday in the SHS gym from 6:30pm-8pm. Food and drinks will be provided. Cost is \$10 per person. So far roughly 85 people have signed up. Mr. Burroughs, Henry Ipince and Ethan Granlund will be calling numbers out. Prizes will be given away to the winners.
 - Event Schedule is set for next year with dates.
 - We are adding a new committee of volunteers that the Parent's Club has chosen to help with our 4 large events of the year. Drive in movie night, Bingo Night, Trunk or Treat and Father/Daughter Dance. The volunteers will be required to attend 3 of the 4 events and this will be their service job for the year. It will help the parent's club to be able to put on events and also help with teaching the event helpers how things run from event to event, to keep things more streamlined. The committee will be made up of 4 volunteers.
 - Boyd Malphrus, Jenny Wetzel, Michelle Hayden and Sarah Cornwell
- Technology (Orville McDonald)
 - Offline meeting this month.
 - Discussed the Travel Abroad Policy. SHS staff need multi-factor authentication (MFA) to access Microsoft 365 abroad. Students don't have MFA so they will not have access outside of the country.
 - Shared updated Bring Your Own Device (BYOD) recommendations for incoming 5th graders.
- Catholic Identity (Kelly Surapaneni)
 - For the Archdiocese of Seattle, the year 2025 is doubly blessed. It's a Jubilee year for the Church throughout the world; it's also the 175th anniversary of our diocese, established on May 31, 1850. There is special Mass and celebration that will include all the bishops and priests from the area:
[May 31 at 11:00am | Solemn Celebration at St. James Cathedral, Seattle](#)

Details about the Jubilee Year: <https://archseattle.org/the-catholic-faith/jubilee2025/>

As part of the celebration, the Archbishop has asked for a **Season of Service**. All services performed by students, parents, and volunteers from Catholic Schools Week through May 1st. The goal is 175,000 hours and all schools participating.

Here is the form to record the service:

<https://archseattle.ccbchurch.com/goto/forms/4227/responses/new>

- [Partners in the Gospel Newsletter](#)
- Religion Newsletter- Rich with updates and recipes
- Legal (Katherine Goodrich)
 - Nothing to report