

Sacred Heart School Commission
Meeting Minutes
October 1, 2025
6:30pm – 7:30pm
School Library

Welcome (5 minutes)

- Introductions
 - New School Commission Members

Opening Prayer (5 minutes)

Approval of Minutes (5 minutes)

- September 10, 2025 (postponed until November)

Parish Updates (5 minutes)

- Fr. Joseph returned
- Parish Family surveys

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 (10 minutes)

- NSBECS Standards
 - Operational Vitality (September)
- Safety
 - Reviewed alert system in classroom
 - Third party walk through of campus security
 - Front entrance security update
- Other Updates
 - Construction delay on 100th
 - New shelving for lost and found in lobby
 - New counters in lobby space
 - New trophy case in gym hallway
 - Original Sacred Heart School sign moved to gym hallway entrance

School Commission 2024-25 (10 minutes)

- Discussion topics
 - Lunch Delivery Follow-up
 - School Safety

- Fund-a-Need Updates (Field, Scoreboard, Classroom Storage)
- Capital Campaign / Feasibility Study Update
- Mission Statement Discussion
- Financial update
- Future discussion topics
 - Joint middle school dances
 - Attendance at St. Monica School Commission meetings
 - Collaboration ideas with St. Monica
 - Bingo Night
 - Chili Cookoff
 - Adoration
 - Catholic Identity Challenges
 - State of the School address – timing & topics
- Objectives for this year
 - Accreditation
 - 2025-2026: Self study
 - 2026-2027: Accreditation – new process Family group transition
 - Partnering with St. Monica’s School Commission
 - Catholic Identity
 - Facilities

Next Meeting: November 5th

Committee Reports (October 1st)

- Health & Safety (Kelly Bach)
 - Emergency Preparedness Container- Met with Erica and have a plan for moving forward with re-organizing the container and creating a user friendly system so in the event of an emergency everyone would be able to find what they need. We are also looking at trading out the expired or near expired items. We are pricing out additional options for solar powered flashlights to compare cost effectiveness as the multiple lights we have require a lot of batteries. I will be working on staggering the batteries out (none are expiring now) so that we can use them elsewhere prior to expiration.
 - Health Room- I met with Erica to talk about some noticeable challenges over the years in the health room. Our enrollment has gone up over the years, which is great, and so has our number of kids needing medications. Mostly epi pens. This gives a surge of paperwork and medication reconciliation work for Ann Marie. Erica and I talked about a variety of options to help improve this and Erica will move forward with it. Some ideas are that instead of multiple follow-ups with families to put the ownness back onto them, their children may not be able to participate in specific

activities until it is done (where there could be risk) clear communication from the school would be necessary. Another idea is to create an additional service job of someone qualified to do this follow up. Most schools in the Archdiocese do not have a healthroom like SHS or someone like Ann Marie, we are very blessed with both of these for our school community.

- Health Curriculum- I am meeting with Coach K today to talk about his plan, exchange ideas I've seen at other schools and offer any support/resources that I have access to!
- Parent's Club (Kelsey Ashe)
 - Drive in Movie night recap- It was a huge success. We had a large turnout. A family volunteered to bring their tv and set up an area for parents to watch the mariners game at the same time. That happened to be a huge hit too!
 - Trunk or Treat- Ashley Hengtgen and Crystal McConville are in charge of the event this year. Plans so far are to have Del DJ the event, a jumpy house and an obstacle course for fun. The leaders are looking into inviting food trucks where no minimum is required to be met. Signups are out for trunks. Plan to move time up to 5:30-7:00 and close bouncy houses when it gets dark. We have asked that all CCC's participate in the event by hosting a trunk for each grade level.
 - Booing- Signups will go out in FTH the next 2 Fridays and will close on October 14th so that I will have time to match up all of the families and make sure that the families have time to plan their boo's.
 - Mother/Son night postponed until late spring. Corey Raney had an idea of having a mother/son kickball event on the new soccer field. Mr. Burroughs also had the idea of having a bbq afterwards.
 - Coffee Cart for 1st day of teacher conferences is set to be on 11/24.
- Technology (Orville McDonald)
 - Nothing to report
- Catholic Identity (Kelly Surapaneni)
 - The WCEA Accreditation Self-Study year is underway at Sacred Heart. This requires all constituencies to provide their input in many different forms. This protocol is new and is framed in the [National Standards and Benchmarks for Effective Catholic Elementary and Secondary Schools \(NSBECS\)](#)
 - The first step in the participation of our families is the [Sacred Heart Mission Statement Survey](#). The survey is your opportunity to provide feedback and suggestions on the proposed mission statement. This survey will close **Monday, October 6, 2025 at 3pm.**
 - Registration for Confirmation and Emmaus Youth Ministry (**deadline October 5th**):

- [St. Monica Emmaus and Confirmation](#)
- [Sacred Heart Emmaus](#)
- [Sacred Heart Confirmation](#)
- If you have any questions feel free to reach out to Sharon Phillips (for high school) or
 - Kelsey Heintz (middle school and confirmation).
- Emily Kirwan, the PK-5th Religion Specialist, puts together a lovely monthly Religion Department Newsletter on Bloomz. Here is the October Newsletter:
<https://sway.cloud.microsoft/RhRH3gfTS14qi7Jf?ref=Link&loc=play>
- Legal (Katherine Goodrich)
 - Nothing to report