



Nativity School PreSchool-Grade 8

Nativity Consultative Board of Education - Meeting Minutes

May 11, 2020- 5:30 pm to 7:00 pm (via Zoom)

In attendance: Lorna Harding (chair), Kristin Cox (secretary), Andrew Ryan, Peter Ventura, Dan Winnike, Sharon Winnike, Maryanne Hogan, James Lew. Ex-officio members: Msgr. Steven Otellini (via telephone), Jessica Schaukowitch, PTG Rep (Anna McDonald), Men's Club Rep (Sal Ruiz), Mom's Group Rep (Elaine King).

Absent: None.

I. Welcome, Attendance and Absence Notification

Opening prayer led by Msgr. Otellini.

II. Approval of minutes from last two meetings (March 2020)

No corrections or comments

Approval of minutes: Maryanne Hogan motioned, James Lew seconded, minutes approved unanimously.

III. Standing item 1 - Insight and Observation - Monsignor Otellini

Monsignor Otellini stated that in-person church services are still months out and the school has had to change graduation to accommodate social distancing requirements. Mass will be live-streamed and will include two lectors from the graduating class as well as possibly the class valedictorian.

The rumor that school will start early (ie July) is absolutely false. School will start in August, as usual.

Monsignor also took a moment to recognize Ms. Schaukowitch and all the faculty and staff at Nativity for doing an outstanding job in facilitating distance learning so quickly and effectively. Our school has stood out as a leader in effective and adaptive distance learning during this pandemic.

IV. Standing item 2 - Nativity Finance Committee - Dan Winnike

Nativity applied for, and was successful in receiving, a PPP loan in the amount of \$473,000. This is a sufficient amount to see the school through this fiscal year and will help cover the losses incurred by the cancellation of both school fundraisers due to the pandemic. Under the PPP, if the majority of funds are used to go to payroll, insurance, etc., the loan converts to a grant and does not need to be repaid. The committee is confident that the needs of the school align with the requirement for conversion and therefore does not see any requirement that the funds would need to be paid back. An additional \$375,000 was withdrawn from the endowment, but those funds are not immediately needed because the PPP application was successful. Nevertheless, given the uncertainty of our future situation, the funds will remain outside the endowment for a while as a safety net.

Tuition increase was successful. A small number of families reached out requesting assistance, but only with regard to terms of payment, not in terms of amount reduction. The community as a whole is coming together and making great efforts to give the school what it needs financially.

NSDF has asked, via Monsignor, whether any savings can be found from the closure of the school buildings. The committee and the administration agree that any amount would be negligible.

V. Standing Item 3 - Interim Principal's Report -Jessica Schaukowitch

Staff Changes: Mrs. Brewer will be leaving at the end of this academic year. Mrs. Coehlo is shifting to a new position as Nativity's learning specialist. Ms. Hoy is going to be teaching second grade for 2020-2021. Nativity has hired a new teacher, from St. Pius, with 15 years teaching experience to teach first grade. Ms. Vlad will be the new pre-school director. Ms. Decaux will continue as a full-time math teacher. Nativity has also hired a new science teacher, Catholic educated and local, who truly impressed the hiring panel with the depth and breadth of her knowledge in science and mathematics.

Planning: K-2 will continue to use the Seesaw Platform. Nativity purchased a subscription (only \$2/student/year) in order to expand its utility to our students and staff. IXL will be used in grades 1-8.

Enrollment: Only three students have withdrawn from Nativity. 29 are set for Kindergarten. Preschool and new student enrollment are proceeding with caution as we wait for social distancing and safe reopening guidelines from the state and the archdiocese for next year.

Calendar: 1 pm dismissal days will continue as this allows staff time to devote to WCEA accreditation work. It was suggested that perhaps the 1 pm dismissal move to Fridays instead of Mondays to ease the burden on working parents. Ms. Schaukowitch will explore that option with

the Archdiocese. Thanksgiving week, grandparents day, and tree lot volunteering were also discussed, but discussions remain academic given the uncertainty of the requirements moving forward in the pandemic.

Miscellaneous: New parent orientation will be June 11, via Zoom. It was postponed with the hope of gaining more clarity and therefore more answers about what will happen in August. Student elections, talent show, move-up day will all proceed via Zoom.

Summer school has been taken off the table this year. All students will receive summer work, but no classes will be given.

Middle school students will take a math placement test in August.

Carnival raffle is still proceeding as a social distance approved method of fundraising for the school.

VI. Strategy and Planning for Nativity - 5 year plan

The school has put together a committee tasked with making recommendations and a plan to implement them around six strategic goals over the course of the next five years. The goals and responsible committee members are as follows:

- Catholic Identity (Kristin Cox)
- Infrastructure (Sal Ruiz)
- School Program - curricular and extra-curricular (Jessica Schaukowitch and appointees)
- Financial (Dan Winnike)
- Technology (Peter Ventura)
- Governance and Leadership - parent activity (Lorna Harding)
- Supporting activity for the strategic areas - research enrollment (Sean MacNeill)

VII. Nativity School WCEA Submission

Mission Statement: A new mission statement crafted by faculty was proposed to the board. Some members liked the new iteration but some concern was expressed that the statement did not reflect our Catholic identity.

Action item: Kristin and Andrew to redraft and circulate via email before 1 pm tomorrow.

VIII. NSCBOE Annual Self-Reflection survey review

Survey responses reflect an overall improvement in both clarity of purpose/scope as well as execution of duties and outreach/engagement by the board this year over last.

Generally, the board should move forward and provide more focus to long-term planning and school identity. The board should also continue to promote increased consultation and engagement by administration before changes impacting budget and policy are implemented. As always, preparedness and timely provision of key decision information is a goal as well.

IX. Men's Club, Mom's Group, PTG updates

All three groups continue outreach within their communities by maintaining frequent, socially distanced contact with members. PTG and Mom's group worked together to put on a very successful Teacher Appreciation event with thoughtful gifts that were gratefully received. Our wonderful parent community continues to search out ways to support our staff, our students, and each other during this incredibly challenging time.

X. Conclusion

The meeting was adjourned at 7:15 pm.