



Nativity School Consultative Board of Education - Meeting Minutes

November 2, 2020- 5:30 pm to 7:00 pm (via Zoom)

In attendance: Andy Ryan (chair), Lorna Harding (vice-chair), Kristin Cox (secretary), Andrew Holtz, Sharon Winnike, Dan Winnike, Maryanne Hogan, Peter Ventura. Ex-officio members: Msgr. Steven Otellini, Jessica Adrian, Men's Club Rep (Sal Ruiz), Mom's Group Rep (Loretta Couse).

Absent: Mom's Group Rep (Anna McDonald).

I. Welcome, Attendance and Absence Notification

II. Opening Prayer

Led by Peter Ventura

III. Action Items from last meeting / Approval of Meeting Minutes

A. Nondisclosure agreements

Most were returned signed, a few are still outstanding but should be returned promptly.

B. Meeting Minutes from 10/5/20.

Motion to approve minutes: MaryAnne Hogan. Seconded: Sharon Winnike. Unanimously approved.

IV. Standing item - Insight and Observation - Monsignor Otellini

Sunday 11/1 was Confirmation for our matriculated 8th graders. All came back and were able to attend the sacrament, participating joyfully and prayerfully.

Saturday 12/5 will be First Communion for our 3rd graders at 9 am and 11 am to allow the large group to be split into socially distanced cohorts.

Many thanks to Darlene Woodson who hosted a development dinner and concert last week, raising \$18,000 for our school. We are very grateful for her generosity and support.

V. Standing Item - Finance Committee

We are about one quarter of our way through our year and so far enrollment is up slightly higher than budgeted and expenses are running slightly lower than budgeted.

Our endowment is earning less than it has historically due to two factors. First, we reduced our principal with a withdrawal last year. Second, the archdiocese is paying less interest than they have in previous years for reasons we do not yet know.

We may be able to payback a good portion of what we withdrew once our PPE loan is converted from a loan to a grant but the committee has taken the prudent approach to hold the endowment funds until both the conversion of the loan and the enrollment numbers for next year become official.

VI. Standing Item - Marketing and Promotions

The marketing and promotions committee has been extremely active in the past month. Marketing toolkits are being compiled for all volunteers to ensure everyone promoting our school has a consistent message and the most current and complete information.

Our videographer is coming to Nativity 11/18. While it is a big challenge to ensure the finished video has content that is evergreen and will feel relevant to parents on the other side of this pandemic, it will be nice to highlight how strong Nativity has been in its COVID response.

The mascot design has been narrowed. We will be adopting the mascot currently featured in our crest and the committee is currently considering a more playful version for events such as the tree lot and events that feature our younger grades.

We need more parent reviews to increase our social media presence. Every review moves our school up the list of results for relevant searches.

The PTG is taking ownership of our Parent Ambassador program and the M&P committee is drafting guidelines for the ambassadors to ensure consistent messaging and up to date information.

Our merchandise store is now open with a first run of gear. Inventory and variety will shift as dictated by demand.

Our open house is scheduled for the last Sunday in January. The committee is looking closely at the local high school virtual open houses to take note of their best practices.

VII. Standing Item - Principal's Report

Personnel: Mrs. Comin has made the transition to 4th grade aide to assist Mrs. Jones

Student Learning Expectations: Similar to our mission statement, the Student Learning Expectations are getting reworked in anticipation of our accreditation. They will be updated, implemented, and lived out daily by our student body.

COVID testing: Testing last month went smoothly. 89 participants were tested. 0% were positive. Next test on campus will be 12/17. All are encouraged to sign up for a testing slot.

Ms. Marr will be on campus over the next two weeks to help our children celebrate and support our differences.

STAR testing will be administered over the next two weeks with the goal of testing all students safely on campus. Having students test in person increases the validity of the results and allows for more meaningful action to be taken in response.

A survey was sent to the parent community regarding holiday travel plans and willingness to quarantine upon return. 74% of those surveyed were in favor of quarantining so January 5th-8th will be distance learning for all students. In person learning will resume January 12th.

Our lap-a-thon will be held virtually on 11/13. Many thanks to all the volunteers, especially Mike Livingston, for making this important fundraiser happen this year.

Our tree lot fundraiser is moving forward due to fantastic volunteer response. Thank you to all who have already signed up to help.

It is important to note that the election for distance learning versus in person learning can only be made during certain windows of time (per Mrs. Adrian's email today) and once a choice has been made, each family must wait until the next window if they wish to change.

VIII. Strategic Plan

Lorna Harding walked the board through the latest draft as submitted by each subcommittee. This report is a work-in-progress but as each section of the report is polished, it will certainly be shared out as it is a crucial part of Nativity's future.

IX. Catholic Identity

A parent survey was sent, via Google Form, to our parent community to gauge interest and engagement with their spiritual identity. Responses are coming in and a report is to follow once responses drop off.

The committee is also preparing for our annual Advent Board Retreat to happen in conjunction with our meeting next month. Our speaker is TBD.

VII. Men's Group, Mom's Group, PTG updates

a. Men's Club: Meeting last month featured tree lot discussions. Men's club will support the committee in any way they may be needed. Men's club is also exploring COVID appropriate community building activities like a Drive In movie at the school or perhaps mini golf in the spring. Finally, the group has been in discussions with Monsignor regarding building a bridge between the parish and the school.

b. Mom's Group: Ms. Marr was the invited guest at the last meeting. She presented helpful and informative information to the group. Other topics of discussion amongst the group included a lot of questions surrounding distance learning. Leadership is working on prioritizing those questions for Mrs. Adrian and then getting the answers back to the group. Outreach initiatives to new families were brainstormed amongst the members. Also, many members had not heard about the dates for First Communion and Confirmation, highlighting a communication gap in the sharing out of dates. Finally, concerns were raised about the archdiocese's grading scale. It is not in line with other local schools and the Mom's group is concerned it could be contributing to our 8th graders not getting admission into their first choice schools. Mrs. Adrian reassured the board this is not the case and promised to do more investigation and get back to the Mom's Group with answers.

c. PTG: Update was submitted to the board in writing.

VIII. Closing Remarks and adjournment

Next meeting is 12/7 at 5:30 pm. Meeting adjourned at 7:10 pm.