



Nativity School Consultative Board of Education - Meeting Minutes

December 7, 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), PTG Rep (Anna McDonald)

Absent: None.

I. Welcome, Attendance and Absence Notification

II. Opening Prayer

Led by Lorna Harding.

III. Approval of Meeting Minutes from 11/2/20

Motion to approve minutes: Peter Ventura. Seconded: Andrew Holtz. Unanimously approved.

IV. Standing item - Insight and Observation - Monsignor Otellini

The tree lot fundraiser was a big success. We sold approximately 695 trees in record time. All trees sold out over the Thanksgiving weekend.

Saturday 12/5 was First Communion for our 3rd graders at 9 am and 11 am to allow the large group to be split into socially distanced cohorts. The weather cooperated and made for a very nice day of outdoor celebration.

Many thanks to the Men's Club for facilitating the return of the tent once the tree lot closed. This allows the church to essentially double its capacity for outdoor worship.

V. Standing Item - Principal's Report

Personnel: Mrs. Stone has started teaching fourth grade math and Mrs. Browning has taken over sixth grade religion to allow Mrs. Stone to make that change.

Marketing: Many thanks to Sharon and Nicole for working with our videographer to create the 90 second "commercials" for Nativity. The preview video is wonderful and does a great job highlighting what a warm and welcoming community Nativity is.

COVID update: Due to the local and nationwide increase in cases, Nativity is extending the period of distance learning upon return from Christmas Break. Students will be distance learning only from 1/5-1/19.

Fundraising: Tree Lot: A HUGE thank you to all the volunteers who helped make the tree lot a big success.

Decathlon: Preparations are already underway for the Nativity Academic Decathlon Team. The team is looking for a volunteer to coach the Science Superquiz subject. Anyone interested should contact Mrs. Adrian or Mrs. Killmond.

Christmas Program: On 12/18, Nativity is hosting its first virtual Christmas program, hosted by our student council. They are currently seeking submissions from individuals and classes to be placed in the show.

Admissions and Enrollment: our process begins in January with Nicole reaching out to current families to determine who will be joining our program next year.

VI. Standing Item - Finance Committee

The committee hasn't met since the last meeting of this board. The next meeting is scheduled for January and any information gained will be shared with this board at its February meeting. From a more global perspective, given the tree lot had a shortage of trees to sell, we are facing a deeper deficit than originally budgeted for. It is necessary to have a future discussion around mitigation efforts both in fundraising and spending to keep the budget reasonable.

VI. Standing Item - Marketing and Promotions

The Marketing committee last met in October and will be meeting again next week. The primary focus for the next meeting will be preparation for the school's open house in January. Nicole has been working diligently with our vendor for spirit wear and we are pleased to announce that gear should be available for purchase prior to Christmas.

VIII. Strategic Plan

The draft strategic plan was distributed, confidentially, for discreet review and consideration in advance of a plan meeting in January. Meeting to be scheduled by Lorna Harding.

IX. Catholic Identity

Advent retreat is to be held at the conclusion of board business this evening. Parent survey was distributed but responses were few. Andrew will draft a new request, to be sent out by Jessica, putting the survey front and center in hopes of increasing participation.

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

a. Men's Club: Tree lot was very successful and Men's Club was extremely thankful to Mrs. Adrian for her presence and leadership throughout the weekend as well as to the Mom's Group for their robust and helpful participation. Everyone pulled together and did a fantastic job. Further fundraising efforts are being discussed and considered, including a Drive In Movie Night scheduled for 1/27.

b. Mom's Group: 11/10 was the last meeting with Mrs. Adrian in attendance. The group addressed a wide range of topics both looking forward and reflecting on the past. Ongoing topics for discussion include fundraising efforts (a virtual Christmas Bazaar is being discussed), supporting local Nativity family owned businesses, showing teacher appreciation in new ways, and the upcoming open house in January. Mom's Group is requesting to receive a summary of the 5 year strategic plan to distribute among its members to emphasize the need for fundraising and volunteering to accomplish our goals for the school.

c. PTG: Christmas bonuses are currently being worked on and PTG is seeking input from all grades regarding how they are reaching out and sharing Christmas spirit within our community. Building community and supporting our teachers continues to be primary focus. In other news, the Virtual Toy Drive has raised \$1,575 thus far surpassing our goal of \$1,000. Many thanks to all who have contributed already.

VIII. Advent Retreat, led by Dr. Anthony Lilles

Next meeting is 1/11 at 5:30 pm. Meeting adjourned at 7:03 pm.