

## Education Commission Meeting Minutes

April 14, 2009

**In Attendance:** Jane Carroll (Staff Member), Katie Gebhard (Staff Member), Bruce Roles (3yr), Mary Zielinski (3yr), Tom Nathe (3yr), Susan Crook (2yr), Mary Powell (2yr), Sherry Campeau (2yr), Lisa Zastoupil (1yr), Ann Rotondo (1yr),

**Absent:** Mike Nowak (1yr), Pat Bredenkamp (Staff Member),

**Visitors:** Eric Gunderson

**Hand Outs Attached to the Minutes:** April 2009 Faith Formation Report (electronic), April 2009 Principal's Report (electronic),

1. Meeting called to order at 7:20 pm.
2. March meeting minutes approved via email.
3. Web site update.  
Education Commission website information has been submitted and is accessible from the Parish website. The Education Commission website layout was changed to be consistent with the other Epiphany websites. Commission members discussed ways to make information more accessible and user friendly. A calendar of events on the Epiphany home page was also discussed as a way to get information to the people who are looking for it.
4. Follow-up on ECHO (home-school) request.  
ECHO, Epiphany's home school group, requested to be part of the Community Life commission versus the Education Commission. The home school group is mostly a social gathering versus educational.  
Representatives from this group were invited to our commission meeting to discuss this further.
5. Highlights from the advisory committees.  
Bruce updated the commission on three school advisory committee pre-meetings. Some general ground rules and operating guidelines have been determined. A website for this committee will be created on the Epiphany website. Meeting dates going forward have been determined. The first official meeting is planned for April 27, 2009.  
  
Mary updated the commission on the faith formation advisory committee. At the second pre-meeting, members listed 'what they are hearing, seeing and feeling' about the parish. These were recorded and will be used to help direct how Faith Formation is approached in the future. The first official meeting is planned for May 5, 2009.

6. Discussion regarding the Education Comm.: What's working and what's not? Briefly discussed this in lieu of the upcoming discernment process for the next year. Commission members were asked to review what they see working well and what needs more attention. More discussion on this at future meetings.
7. Adopt a Student Program.  
The owners of Dino's Gyros will be donating a portion of proceeds on Sunday April 26<sup>th</sup>. The proceeds will be used to help families in need with tuition at Epiphany.
8. Strategic plan.  
Discussed a desire to "put more meat on the bones" of the plan that was created last year. Will discuss in further detail in future
8. Old business: accreditation, Adopt a Student program  
Jane updated commission members on the accreditation visit. Results are expected soon. Overall sense of the visit is that it went well.
9. Adjournment with prayer.

Next meeting: May 12 at 6:30/7:20-8:20.

Attachments below....

## **April 2009 Faith Formation Commission Report**

### **Katie Gebhard**

Our Faith Formation Department is working diligently to culminate our various programs.

Twenty-seven people will celebrate Baptism, Eucharist and/or Confirmation at the Easter Vigil on April 11. We have a wonderful mix of those who are not baptized, those changing traditions and adults who were baptized Catholic, but not confirmed. All three of our priests will confirm that night. Included in the group are two persons with cognitive challenges and one from India.

Peg is preparing the Sunday school children to have a special 'end of the year' program on Sunday, May 3. They will be singing at the end of Mass. The nursery has been well used this year. A new location change has helped. We are discussing the summer schedule.

Phyllis is coordinating final details for about 170 children to celebrate First Eucharist on three Sundays following Easter. Children in our Elementary Program will have a special 'end of the year' program on Wednesday, April 29. We combine all sessions for this one celebration. Registrations for Vacation Bible School (June 22 – 26) will begin the weekend of April 18-19. We do need help with hospitality, so please contact Phyllis at 763.862.4336 if you are able to help.

Doug is working with Janine to plan the big year end 'cook out' for Middle and High School teens on Sunday, May 3. He is also putting final touches on the 'Summer Stretch Program'. Due to a space conflict with the school play, the Middle and High School Wednesday sessions will conclude one week prior to the Elementary Program on April 22.

Janine is working diligently to finish preparation for about 170 teens to be confirmed on Thursday, April 20 at the Cathedral. She is also working on summer events. There will be recognition of graduates on Sunday, June 6.

Sue Linville is preparing about 370 sacramental certificates and name tags. She is also getting everything ready for our Spring Registration. Currently registered families will receive either an email or paper form in the middle of April. They will be available on the parish website and at the parish office front desk at the end of April. We are encouraging families to participate in the 'Early Bird Tuition Special'.

It has been a very full and exciting year. Our team works well together.

Principal's Report to the Education Commission  
April 3, 2009

### **Accreditation Visit**

The accreditation visit went very smoothly. Here are a few highlights:

- They visited with many parents, the staff, students, and committee members. I have a clear impression that they received feedback from a good representation of the community.
- They commented time and again on our wonderful students. Of course, we knew that!
- Three staff members from the Archdiocese reviewed the Catholic identity of the school. Again, they observed in classrooms, interviewed students/teachers/staff, and met with Father Zehren.
- Epiphany put its best foot forward with hospitality. Special thanks to the PTO, Rhonda Dillon and Val Schwantes.
- The final report will include Epiphany's five greatest strengths and challenges as viewed by the team during their visit. The report will also validate compliance with standards and criteria of MNSAA.
- I should receive the full report soon. MNSAA Board action will not take place until mid-May.
- Thanks to each of you for your part in the process. Your input has been critical along the way.

### **Sign---Mission**

One item that I hoped would be achieved prior to the visit is the school's mission displayed as you enter door # 5. It's in the process of being created. Watch for it in the weeks ahead.

### **Middle Level Event**

We had a successful middle grade event on March 19<sup>th</sup> which highlighted features of grades 6-8. I'll bring to our meeting a "Top Ten" flyer we gave to participants that evening.

### **Supervision of Staff**

One of the important and required activities in the spring is an annual review of every staff member. This work is in progress.

### **Safety Compliance**

On Friday, April 03, the entire staff participated in required safety training: blood borne pathogens, lifting, and general safety in the workplace.

### **Curriculum Review**

The faculty is reviewing Social Studies curriculum. We will make decisions regarding resources yet this spring.

### **Enrollment**

We are personally following up with every family that has not registered for the 09-10 school year. I should have tentative enrollment figures soon. Staffing will be based on projected enrollment.

**Upcoming Events**

Living Stations, Wednesday 8<sup>th</sup>, 1:00 PM in the church.

Volunteer Appreciation Evening, April 25, after the 5:30 Mass