

Education Commission Approved Meeting Minutes

Tuesday, September 9, 2008

In Attendance: Mike Nowak (1yr), Mary Powell (2yr), Jane Carroll (Staff Member), Bruce Roles (3yr), Susan Crook (2yr), Katie Gebhard (Staff Member), Mary Zielinski (3yr), Ann Rotondo (1yr), Sherry Campeau (2yr), Lisa Zastoupil (1yr), and Pat Bredekamp (Staff Member) Guests: Bob Muffelmann, Robert Breitbach

Hand Outs: Orientation Packet for New Members of the Education Commission (includes list of commissioners, mission, strategic objectives, vision statements, parish leadership job descriptions, and the Epiphany organizational structure, Parish and School strategic plans, Education Commission accomplishments for the years 2004-2006), Sacramental Policy/Procedures for First Penance and First Eucharist, Epiphany School's Improvement Plan for 2008-09, and the Epiphany School Accreditation Packet

1. Call to Order 7:30 pm
2. Review and Approval of June Meeting Minutes
3. Review of the Agenda
4. New Business
 - A. Orientation - New Commission members, as well as existing members introduced themselves. The commission's mission and role within the parish were reviewed.
 - B. Sacramental Policies
The first written policy and procedures for first penance and first Eucharist have been developed. The education commission was asked to review the document and to send any comments to Katie Gebhard.
 - C. Parish Strategic Plan – The education commission plans to prioritize goals and objectives established last year and then focus on top priorities (potentially through small sub-groups of the commission) throughout the year.
 - D. Annual School Strategic Plan – The three areas of focus for the 2008-09 school year include:
 1. Service,
 2. Differentiation, (meeting the needs of all students in all classrooms),
 3. Communication (through new website: epiphany.schoolmn.org).
5. Continuing Business
 - A. Accreditation Renewal Update

Education Commission members were given copies of the accreditation self-study for review and comment. Development of a strategic plan will take place this fall and will be on the commission's agenda for upcoming meetings. An accreditation site visit will take place on March 22-24, 2008.

B. Response to Open Mic Comment from Last Year: The education commission has been asked to review a concern expressed during the open mic portion of the Parish Council meeting regarding the Catholic identity of the Pre-School Readiness program. Any recommendations of the Education Commission would be given to the Pastor.

6. Reports (given at the meeting)

A. Katie Gebhard

E-Connect is a website that is being utilized to provide education materials/ideas for catechists, parents and coordinators. See the September, 2008 Faith Formation Education Commission Report for additional faith formation updates.

B. Jane Carroll

See Principal's Report to the Education Commission for September, 2008.

7. Meeting adjourned at 8:30 pm

Next Meeting: October 14, 2008