



**Lumen Christi School Commission**  
**Meeting Minutes**  
**September 16, 2021; 6:30pm**

**Attendees:** F. Bucheger; B. Crowley; E. Daley; M. DeGuire; K. Fyfe; S. Gayfield; B. Hughes; L. Kass; A. Lenzen; N. Maciolek; P. Manning; C. Miller; R. Pickett-Metz; J. Russell; D. Sortino; Fr. Matthew

**Absent:** J. Germano

1) Call to Order – 6:36 pm

- a) Prayer and Reflection – Fr. Matthew
- b) Approval of August Minutes –  
Motion – Manning; Second – Sortino  
Approved by common consent

2) Open Session / Word on the Street

Will commission revisit COVID with positive cases?  
Consent form included social distancing but social distancing not guaranteed  
Archdiocese has a form letter, we are telling students  
Peer pressure for kids wearing masking; teachers will not enforce; parents concerned

3) Closed Session

i) Admin Team Reports

COVID19

(A) Current Data- E. Daley

- Parents are following protocol, communicating with administration and testing child when symptomatic
- 4 COVID+ cases; few close contacts
- Single symptom – time consuming and difficult to manage from a practical work perspective
- Positive cases are single symptom cases; not changing the policy at this time
- Connecting with health department and being transparent with families
- COVID testing necessary if new symptoms emerge, but not chronic symptoms if tested negative
- Contact physician and be aware of insurance charges and testing volume at individual sites
- LC applied for school testing, in about 2 weeks will be contacted by a vendor, requested PCR only
- Stay on course with plan as it is currently laid out
  - Consider masking at 1 positive case expected rather recommended?  
No, will look at data in October.
- Volunteers to help with hot lunch and other basic needs – parents are required to be vaccinated & wear masks
  - Motion – Pickett; Second – Manning
  - Yes – 10

*\*\*Due to confusion and miscommunication on this item the commission revisited the motion and took another vote on 10/12/21.\*\**

- Motion – volunteers must be vaccinated and masked Yes – 2; No – 5; Abstain – 1 [Motion FAILED]
- Motion – volunteers must be masked Yes – 7; No – 0; Abstain – 1 [Motion PASSED]

(B) Review and discussion of feedback from parents - K. Fyfe & E. Daley

- Comments will be sent to commission members via email with agenda for upcoming meeting
- Helpful if parents can leave their names so they can get direct feedback and outreach
- COVID communications - disclose grade level as needed; use standard email templates to minimize confusion

- Enrollment Update – M. DeGuire

- 348 as of Monday 9/20/21
- 77 new students
- 37 new families
- 20 withdrawals (9 moves); 15 families

- Hot Lunch Update – E. Daley

- 1200 items distributed
- Kids are loving it!
- Some challenges with vendors, School Eatery is addressing the issue
- School Eatery will be the contact between parents and vendors
- 8<sup>th</sup> grade fundraiser will use Cousins (1x/month)

- Budget Update – E. Daley

- December - Review budget for next year
- EANS assistance for COVID19 expenses; all submitted and approved
- EANS grant is able to support the instructional support specialist; math program
- Shamrock proposal to hold event in May at an outdoor venue, build community, safety

- Special Needs Scholarship Program Update – K. Fyfe

- Contract with “Mrs. Meyers” special education (SE) services – was not a positive experience
- Hired 2 full-time SE teachers this summer: 5K-5<sup>th</sup>; 6-8<sup>th</sup> both are paid through a grant
- SE teachers familiarized with students; updated forms, processes, etc.; ordered testing materials
- Public school tests and writes goals, then our SE teachers approve & work with parents
- Continued contract with current Speech Language Pathologist
- Work to include Occupational Therapist as a long-term goal

- Review of Archdiocese School Advisory Commission Norms – K. Fyfe

- Commission is advisory to the Principal; Pastor has ultimate authority
- Chair, vice chair, & secretary – 2 year terms
- Meetings held 1x/month
- Christian approach to decision making – consensus must be reached
- Eligibility for membership
- Commission will discuss norms and any changes at December meeting

Next Meetings:

October 12<sup>th</sup> 7-8:30pm

December 14<sup>th</sup> 6:30-8:00pm

4) Adjournment – 8:36pm

**Commission Members / Committees**

- President – John Germano
- Vice President - Nancy Maciolek
- Secretary – Rachel Pickett-Metz
- Finance – Paul Manning
- Development – Angie Lenzen
- Evaluation – Open
- Technology – John Germano, Craig Miller
- Policy – Dave Sortino, Beth Crowley, Lisa Kass
- At Large – Stephanie Gayfield, Bill Hughes
  
- Pastoral Council Liaison – Joe Russell
- Faculty Representative – Fred Bucheger
  
- Principal – Kelly Fyfe
- Recruitment & Marketing Director – Megan DeGuire
- Mission Leader – Elizabeth Daley

*Respectfully Submitted: RPM*