



St Albert PPC Meeting Minutes

January 25, 2021

PPC All-Hands

In-Person Attendees:

Father Dave
Chris Gould
Mike Ahrens
Brittany Pesce
Brooke B.
Brendan D.
Ted B.
Kitty W.
David B.
Jill M.
Kelly D.
Stephanie D.
Ellen Martin
Larry Brunner
Kristie Daugherty
Aaron Lanning

Virtual Attendees:

Kelly Schulz
Danielle Walters
Craig Vermost

Opening Prayer, Father Dave

Motion to approve November 9th minutes.

Minutes approved.

Parish Report, Father Dave

- Mass attendance last Sunday great
- School staff received their vaccinations last Thursday
- Ash Wednesday - no hands-on contact for ashes. There will be a sprinkling of ashes on top of attendee's heads along with a drive-thru distribution.
- Three Masses for Ash Wednesday (adding a noon service) plus a drive-through service. Communication coming.
- Will take reservations for Easter Masses.

All-Hands Reports:

List one accomplishment (and short description) your Ministry achieved in 2019-2020.

Larry Brunner Administration	Planning, implementing and adapting to the Covid pandemic and Social Injustice issues.
School	<p>We were able to open our school to in person instruction in August while providing Remote Learning to families who chose to learn from home.</p> <ul style="list-style-type: none">* Researched and wrote St. Albert's COVID-19 re-entry program* Came up with a new morning and afternoon carpool plan to keep parents and students safe* Created and ordered new signage for new regulations* Measured rooms and desks for spacing, dividers, and desk shields* Devised schedules: taking temperatures, cleaning bathrooms, lunch, recess, special area classes, routes to move students from room to room without crossing paths* For our remote learning families: Chrome book rentals, Google Meets throughout the day, homework pick up and drop off, 1-1 assistance for students, teacher created instructional videos* Effectively report and quarantine students and staff when positive cases are reported
Kristie Daugherty, School Board	<p>*During the 2019-2020 School Year, this Ministry had numerous accomplishments, especially in light of the difficulty of ending the school year virtually due to the COVID-19 pandemic. Focusing on our accomplishments around COVID-19 include continuous analysis of budget implications, assisting with ideas and research to maximize distance learning, establishing a survey for parents to respond at the end of the school year in response to distance learning successes and learning opportunities, assistance of Technology Committee to support teachers and staff during the 8 weeks of distance learning, and all the work that was done to prepare for both RLO and additional weeks of NTI once the 2020-2021 school year began.</p> <ul style="list-style-type: none">•One highlight outside of COVID-19 included the addition of the Junior Kindergarten which had its first full year in 2019-2020 and was a success!
Craig Vermost - Parish Finance Council	Obtained Federal Payroll Protection Plan loan to ensure continued operations during COVID.

Aaron Lanning	While I can't say one that really sticks out. I feel like our board has done a good job of acting on all situations that has come up. We are doing a better job of cutting costs as Blair keeps us informed on all things related to the budget for each sport. We have tried to streamline signups and tryouts and have had very few hiccups. Which hopefully will make it easier to put people in roles of leadership in the near future.
	List one struggle (and short explanation) you have experienced while leading your ministry in 2019-2020 (please consider a consistent problem/hurdle other than this year's COVID issues).
Larry Brunner Administration	Maintaining parish fellowship through the Covid pandemic. Parishioners are feeling out of touch with the parish due to not having our usual activities such as Summer Picnic, Fish Fry's, GALA, volleyball, kickball, ACES field trips and even having in person meetings just to name a few.
School	Increasing our student enrollment without adequate classroom space
Kristie Daugherty, School Board	Balancing our goal of expanding the number of classes across the school with the budget and space constraints that we have.
Craig Vermost - Parish Finance Council	Rising costs versus flat/declining tithing.
Aaron Lanning	Parents not really understanding why we need them to step up and do their part and the misconception that SAAM is not open to anyone who wants to join. Also hearing negative comments about how things are done by people or situations have been handled by people with no real knowledge of how things are done and policies that are in place.
	What do you consider your biggest opportunity for your Ministry in 2021?
Larry Brunner Administration	Assisting with various ministries to "reboot" their programs.
School	Growing our school to three classrooms in each grade
Kristie Daugherty, School Board	Meeting the school's goal of expanding to three classrooms in as many grades as allowed by budget and space constraints.
Craig Vermost - Parish	PPP forgiveness received 01/20/21.

Finance Council	
Aaron Lanning	Getting people back together in a fun safe atmosphere at SAAM events. Which could really show how people how much sports, sporting events and fund raisers mean to people. Especially the young players of each sport.
	How did fundraising (or lack of) affect your Ministry's budget in 2020?
Larry Brunner Administration	The budget was adjusted for not having the normal Summer Picnic income of approx. \$70,000.00.
School	Although fundraising does not affect the school budget, PTO has not been able to offer their "perks" that are usually given throughout the year
Kristie Daugherty, School Board	As a matter of conservatism, the School does not budget for any fundraising, so the school budget was not impacted directly by that in 2020.
Craig Vermont - Parish Finance Council	The PFC has no budget, only oversight of the Parish budget.
Aaron Lanning	While it was down it has not been as devastating as not having some sports caused us to not need the funds they normally bring in.
	In your opinion, what could the Parish Pastoral Council do to help support you and your Ministry in 2021 & beyond?
Larry Brunner Administration	As or parish ministries "reboot", we need to now more than ever gather information on what fundraising will take place amongst the ministries and when they plan to do so. The system in place to monitor this has been either ignored or not communicated from ministry leadership over the past few years. As Covid restrictions ease up, I feel we will have most all groups planning events to make up for lost revenues.
School	The PPC can help support the school by understanding our growing enrollment/space hardships as well as the many difficulties faced during COVID-19

<p>Kristie Daugherty, School Board</p>	<p>While we have come to an understanding about two additional classrooms for the 2021-2022 school year by utilizing the rooms in the basement of Hendricks Hall, we do not believe that fully solves the space/classroom issues faced by the school. The School Board sees the basement classrooms as a temporary solution to a long-term problem. While we are grateful that we have budget to provide some updates to the basement rooms, we still know that we will be unable to add windows or any views to outside which leads us to worry about our students and teachers' mental health if being down in those rooms all day. Furthermore, we wonder if a family's child is placed in the basement classroom if it might lead to dissatisfaction that will impact their enrollment. Finally, some of the classrooms that we are utilizing for next year have limited space to house students (for instance, the current JK classroom) that will mean we will face another space shortage within 2-3 years. As such, we feel that we need assistance from the PPC to understand and evaluate long-term plans for additional space. Are there plans or opportunities for future construction? How do we approach that/ask for money from parishioners in the face that there are spaces that were newly built that sit empty during the day while the kids are in school?</p>
<p>Craig Vermost - Parish Finance Council</p>	<p>Encourage tithing growth and control costs (and new projects).</p>

Aaron Lanning: Many times SAAM feels as if PPC does not understand the passion people involved have for the sports they work with and sometimes it feels as if we are not on the same page.

Kristie Daugherty, School Board

SPACE DILEMMA

- There is a spike in interest of school to start immediately or next Fall. Current 5th grade is small and most likely cannot rebound to 3 classrooms
- Discussions about making additional space in the basement of Hendricks Hall (2 classrooms) and looking towards a long term plan to accommodate students and lean on PPC to develop a plan for more space

MA - Has the parish seen an increase in families from school enrollment increase? Mike has seen growth in RCIA programs from young people with school age children.

BB - Have we turned any families away? Not yet, but there is a waitlist?

EM - 1st and 3rd grade are at 2 classrooms right now, but are ready to move into 3 classrooms. A couple families have decided not to come because they did not want to wait for confirmation.

CG - Space in HH lower level could work with some innovative ideas and technology

BB - Have we thought about having "Specials" in HH lower level? Narrow stairs/lots of unsupervised traffic prohibit usage for "specials"

EM - Too narrow stairs/lots of unsupervised traffic prohibit usage for "Specials"

KB - Benefits from having all Kindergarten and Preschool together in one building

Larry Brunner, Business

- Tithing rebounded from Covid hit, even year to date, \$7,500 down from last week.
- Online giving has increased.
- Canceling Summer Picnic (after canvassing other parishes). Finding volunteers to work close to other people is a challenge. There will be some variant of raffle sales to make up for \$70k loss second year in a row. We need younger leadership for the summer picnic.
- School Budget approved last week, working now through March on parish budget, worksheets will be distributed to all the ministries and get them back in April to give to the Finance Committee

Accomplishments:

Church HVAC systems have been replaced

Issues/Capital Improvements:

Church lighting system

Sound system for church

Parish and school HVAC needs replaced

Roof

- Struggling with overall fundraising management; looking to PPC for advice to develop a system. Things are not communicated about fundraising events as leadership transitions.

KS - Will you use current summer picnic leadership to develop new ways to fundraise with picnic cancelling this year?

LB - There will be no planning for picnic this year; just doing the raffle (like last Fall). Yes, the Summer Picnic Committee will be utilized. Committee needs new volunteers to take over.

CB - Congrats to us for meeting the CSA goal this year.

Aaron Lanning, SAAM

- Last summer and fall sports were canceled last year.
- Basketball (first test) has gone smoothly so far, swimming uncertain, boys volleyball canceled, track planning but no date, soccer, field hockey, baseball and softball depends on field availability, golf and tennis are scheduled.
- Lack of fundraisers have hurt but also haven't had any sports fees to pay out (a wash).
- Having K-2 basketball after the CSAA season, 4 or 5 weeks of games.
- Talking about hosting kids soccer. May keep soccer teams the same as basketball teams.
- Met to discuss logistics of Fish Fry - going to do a drive-thru for 2021.
- Need new folks to get involved by identifying people! Need to identify new volunteers for SAAM.
- SAAM has been meeting on the fly, as needed over the past year.

BP - How many volunteers serve on SAAM? 8-10 Exec Board with 3 year term (can stay longer if needed) with 100s of volunteers that include coaches and assistant coaches. SAAM needs as many people come to their meetings; always with an open door policy.

FD - Are you still considering the fence, outdoor restrooms and scores table?

AL - yes, fence and restrooms are on wishlist as fence would pay for itself. Not sure status of scores table. May look for private donations.

EM - Should school contact SAAM when a student/student athlete tests positive? And notify other teams? Should the school contact SAAM when a student tests positive? And SAAM notify teams for contract tracing?

AL - Yes, school is welcomed to notify SAAM when a student athlete tests positive. Only four schools are playing basketball right now which helps contract trace when needed. Aaron will ask Rick Arnold (head of CSAA) about the protocol for covid positive kids.

TB - What are fan restrictions at games?

AL - 2 per player.

CG - Air flow seems to be helpful in reducing spread of Covid in indoor sports.

DB - Any idea when sports will resume? School sports vs Club sports? Aaron heard that some kids are having to choose one to play to reduce spread.

Ellen Martin, School

- Enrollment is up to 626
- Larry: When enrollment was at 700 students, it was prior to St. Mary's Academy being opened. We experienced a decline in our student population in the years after.
- Larry: There is a report Fr. Don and LB presented to Brian Reynolds with the archdiocese, which shows in 2007 over 60% of our school families resided in the zipcodes of what is now St. Bernadette/St. Mary's Academy. The impact of their opening was also felt on the parish side, as that is when we began to see a leveling off in our tithing. Janelle, Ellen and Debbie have worked hard to build our enrollment back, and because of that we are in need of the additional space discussed.
- Online week before Thanksgiving thru January 11th. Teachers enjoyed teaching online versus online and in-person.
- 65 kids on RLO; majority are quarantines.
- 5 students have tested positive since August from outside sources. 3 staff members have been covid positive.
- Staying with 12:30pm dismissals on Fridays through March.
- Most teachers were vaccinated at Broadbent Arena and ran smoothly.
- Working on growing 3 classes per grade goal (space and staffing).

KD - What is the expectation of faculty or staff who opted out of taking the vaccine?

EM - No expectations as of yet. Same measures as now will be required.

DB - Current vaccine has not been approved for children.

EM - Graduation plan? Talking about moving some 8th grade events outside but keeping as much normal as possible. No field trips allowed yet.

FD - Tuition letters go out in February

Craig Vermost, Finance

- Budget begins July 1.
- This year's Parish budget is one of the tightest put out; keeping expenses to match revenue we are receiving.
- BYB has been a long term 5-year project; 97% pledges collected.

CG - Green Space update? Plug PTO virtual gala to help! Fund-the-Need will be for the large school playground by parking lot. Fund-the-Need starts in March. There will be an in-person gala in 2022.

TB - Plans to go through the second round of PPP program? Secured funds from the first round however nothing from Archdiocese for the second round of PPP for us to pursue.

Robert Englert, ACES (handout)

- Due to the coronavirus, St. Al's Aces have not been able to meet. We have continued to communicate to the membership by letter, by email and by telephone when necessary. I have reported to the members that as soon it is safe to do so, I stand ready to resume planning and meeting to continue our primary purpose of having fun together.
- In December and with assistance of our parish staff, a Christmas card was mailed to all members from the parish with a blessing to them from Fr. Dave Harris. With the cooperation of the parish pastoral staff, Holy Eucharist was distributed on Christmas Day in the parking lot directly in front of the church. The bitter cold and snow reduced turnout. Approximately 30 cars with approximately 50 recipients accepted Communion from Deacon Mark Preischel and Laura Graven. We are very grateful for their ministry including the assistance of Hope Preischel and Kenny Graven.
- I have reserved all three rooms of the PLC for Friday, July 2, 2021 to stage an Aces' Reunion Barbecue and July 4th celebration. Tentative plans include BBQ and Bluegrass music.
- Meanwhile, contact with the membership will continue. We have a healthy cash balance on hand of \$13,000+ with expenses limited to Christmas gifts for staff and some printing and mailing expenses.

January 2021 Staff Meeting Summary, Chris Gould & Mike Ahrens

- Met to re-engage with staff to begin thinking about how we will work together over the next three year's strategic plan.
- Staff went through a similar exercise as All-Hands to solicit feedback for strategic planning; found staff would like more communication with PPC members.
- *share staff responses with PPC members*

Plan for renewing our Strategic Plan (2021 and 2022-2025)

- Process we will use to establish the Strategic Plan is crucial
- More interaction with PPC
- Stability, Reboot and Recharge
- Timeframe for completion
- “Training Session” Meeting (Summer Workshop July 2021)

PPC Member Recruitment, Chris and Mike

- Begin recruitment March 1, 2021
- Deadline to nominate May 15, 2021
- Discernment Meeting Sunday, May 16, 2021 following 10:30am Mass
- Member selection at Mass on Sunday May 23, 2021 (Pentecost Sunday)
- Focus now on new membership for PPC and continuity of the group in the future
- Research and consider past school and parish volunteers for new candidates on PPC

Open Remarks

FD - Would like Craig's input on PTO's Fund-the-Need.

CV - Fund the Need is for the St. Albert main/large playground renovation. Gala is a virtual event this year.

DB - Can any donation opportunities be open to the surrounding neighborhood and community? Participation in Bourbon Draw too?

TB - Post in Graymoor Devondale newsletter to advertise?

Promote at Fish Fry? (BP) Run a flyer off on neon colored paper to include in each curbside food order.

LB - Preschool (small) playground needs more time to improve the surrounding grounds (irrigation/grading issues) before renovating.

FD - The renovated main playground will be large with 2 components, one for small children and one for bigger kids. We created a master plan for the “green space” and priorities for phases to develop the area. SAAM fence will be a great asset to the area along with a renovated playground. We want to give the PTO the backing they need for the playground project from the Parish. Fund the Need will begin in March, with an in-person Gala the following January 2022 to support this project. Begin building the first part of 2022.

Closing Prayer

Next Meeting on February 22, 2021