

Dear Burlington Catholic School Families,

We held our monthly meeting on Wednesday, October 5<sup>th</sup>. Here is a recap of our meeting:

1. We met our new Business Manager, Logan Benter.
2. Mrs. Berg and Mrs. Naber gave an update on the school.
  - There are quite a few staff members that are out with Covid. Both Mrs. Berg and Mrs. Naber have had to sub in classes. We have more subs this year than we did last year but there were just too many staff out with Covid or other illness.
  - Staff has in-service 10/6 & 10/7. They are taking a course on English Language Learners.
3. Kendra Gabriel gave an update on feedback received by the board. As a reminder, our grievance policy states that concerns should first go to your teacher or administration. If you are not satisfied with that response, you should escalate to the Executive Committee via the board email [bcsboard@ourbcs.org](mailto:bcsboard@ourbcs.org) Emails sent to the board are received by the Executive Committee. Generally, the Chair, Kendra Gabriel, will reply to those emails. Here is the feedback that was received since our last meeting:
  - There was a change to drop off procedures for K3 and K4. The Conkey Street entrance has been shut down in an effort to enhance pedestrian safety. We received emails of concern from a few preschool families. As a result, we offered the breezeway entrance as an option of those parents want to walk their kids into school. We are requesting that parents please park on Kendall Street if they are walking their kids into school. Parents of older students on the St. Charles campus – we ask you to be kind and patient with these parents of younger students as they adjust and consider leaving parking spaces open for those young families on Kendall street.
  - We received a request to add plaid skirts/dresses to our uniform policy. Uniform policy falls under administrative responsibilities but we did discuss the request as a board and decided to leave the current policy as is and not add plaid.
  - A parent reached out with concerns about the opioid epidemic and asked how BCS is preparing in case our school encounters drugs. We asked our insurance company if we can keep Narcan on hand to help in an emergency and have been told no. It is better for the school to call 911 in case of an accidental overdose. The board recommended our St. Mary campus staff be trained on how to recognize an overdose. Mrs. Berg and Mrs. Naber will be taking an online course offered through the Red Cross. If you are interested in this course, here is the link:  
[First Aid for Opioid Overdoses Online Course | Red Cross](#)
  - Athletics – please remember that if your student is an athlete, they represent BCS when they are at games. We expect our student athletes to display good manners and appropriate behavior during sporting events. We are recommending the Athletic Committee review their rules to make sure students are held accountable for their behavior at athletic events.
4. Strategic Plan
  - We signed a contract with Meitler to assist us with creating our Strategic Plan.
  - Our Meitler consultants will be seen around school and will begin scheduling meetings.
  - This process will take 6-8 months.

- Meitler stated that parents who are volunteering in this effort need to be objective and focused on the school as a whole. It is also expected that these volunteers will be respectful, come to meetings prepared, and actively participate in conversation and creating ideas.
5. Sub-Committees
- A. Finance
- Mr. Benter gave an update on the budget.
  - The Finance Committee is meeting next week.
- B. Marketing
- A Fall spirit store is in the works and should open next week. Orders will be taken for about 3 weeks and orders will arrive mid-December. Our supplier does not allow us to keep the spirit store open year-round like we've done in the past so please make sure to visit the store if you need to purchase sweatshirts for the winter as this will be your only chance.
  - The marketing committee is looking at implementing a way to connect Alumni.
- C. Buildings and Grounds
- We are working on improving the safety on the St. Charles campus in the church. We anticipate this project to cost around \$10,000, possibly more. Please consider making a donation to BCS to help support this important update.
  - Work is still being done to finish up the air conditioning project on the St. Mary campus. New windows are being installed where the old window units used to be.
- D. Fundraising/Home & School
- Flyers for the Pie Sale came home with students this week. This is Home & School's biggest fundraiser. This fundraiser makes it possible to supply Kona Ice at the Color Run, install the new Gaga Ball court at St. Mary, upgrade the basketball hoops at St. Charles and give back to our teachers.
  - Home & School is supplying lunch for the teachers during their In-Service
  - The Blue Jean Ball Committee held it's first meeting. For those new to BCS, the Blue Jean Ball is our biggest fundraiser for the school. This is separate from Home & School fundraisers. The proceeds of the Blue Jean Ball have a direct impact on keeping tuition affordable and helping with technology upgrades.
  - The Grade Showcases in the Live Auction raise a lot of money at the event. We count on parents to lead these showcases. If you are interested in helping but aren't quite sure how to be a Showcase Leader, please reach out, the committee has all sorts of ideas to help you. [bluejeanball@ourbcs.org](mailto:bluejeanball@ourbcs.org)
  - We are looking for Grade Showcase leaders for K5, 1<sup>st</sup>, 2<sup>nd</sup>, 5<sup>th</sup> and 6<sup>th</sup> grades.

That was a lot of information! This is the board's opportunity to get in front of parents and share with you what's going on. We hope you take the time to read these updates and give consideration when we ask for your help.

Our next listening session will be 12/7.

Please reach out to us at [bcboard@ourbcs.org](mailto:bcboard@ourbcs.org) if you have any feedback or questions.

Sincerely,  
The Board of Directors