

Saint Mary's Catholic School

School Board Notes from Meeting of September 7, 2021

Present (via Zoom): Principal Becky Frye; SB President Dr. Kayla Edin Walker; Laura Evans; Anne Littleford

NEW BUSINESS

COVID Updates: Risk Mitigation Strategies, Testing on Campus

Kayla thanked Becky for the amount of and the quality of the communication efforts coming out of SMS related to COVID.

Becky shared the current COVID "numbers" for SMS, which are not reported here because of the constant change. There have been more cases than last year and that is a disappointment to the SMS staff, which feels it is being just as cautious, if not more-so, than last year. Above all else, SMS is siding on the side of caution.

The Health Department will provide rapid tests to SMS and Becky feels this would be helpful in making immediate decisions which are conducive to the overall health of SMS and its families. SMS must provide a trained person to administer the test. Becky was going to reach out to the SM's Parish Nurse to see if she could be that person or if she would know of someone who could be. Laura offered to make herself available, whenever possible, and it was suggested perhaps some other SMS family members could be contacted. Everyone was going to try to provide Becky some suggestions. Anyone agreeing to do this would also have to become an employee of SMS and would have to be "trained and certified."

The thought of "home testing" results was discussed. This Board decided, unanimously, to recommend that the results of home tests not be considered. There would need to be further verification of results.

Becky pointed out that the vast majority of the faculty and staff, if not all, have been wearing masks since before school began for students. In fact, she said the faculty and staff have continued to go above and beyond in efforts to prevent COVID cases. Some families have "opted out" of mask wearing, but the overall number has been small – "one or two per class."

For students missing time due to COVID or contact-tracing, packets and Google Classroom assignments have been made available. SMS has not reverted to Zoom options yet but will do so, should the numbers rise.

New Faculty Members

Lillian Urban has been the sub in the fifth grade classroom since that position came open shortly after the beginning of the school year. That will continue until September 20 when Ashley Anderson will join SMS as its fifth grade teacher. Ms.

Anderson grew up in Johnson City and is currently teaching middle school STEM at Saint Jude School (a fellow Diocese of Knoxville school) in Chattanooga. She has previously taught fifth grade in public school. She has a kindergarten child who will be enrolled in SMS.

Aftercare Structure

Becky shared revised information about the aftercare program, the Admirals Club, and asked those present to consider reading over it for possible suggestions. (A copy of that information is at the end of this document.) Becky said that an aftercare program "registration fee" has been waived for this year.

Part of the program includes one person being available for homework assistance with that person being paid through Title 1 money, available through federal funding. Becky also mentioned the existence of a binder housing information about every child enrolled in aftercare and the need to make that information available to the aftercare staff, while keeping it secure and up-to-date.

The aftercare program needs to be limited to about 15 hours per week, to be effectively managed. That may result in aftercare not being offered some days when school is not in session.

There is some question over the current certification of the preschool and after school programs, not because of anything that SMS has done wrong. It seems there has not been contact from the state with SMS for some time now. That is being worked on from a Diocese of Knoxville standpoint, through Dr. Sedonna Prater and through Jamie Goodhart. Anne L. was going to see what she could find out about potential progress, too.

After-School Activities Updates

Current active after-school activities include a chess club and a cross-country team. The traditional "running club" will be active once cross country ends.

Cafeteria

Not discussed.

Staffing Needs: Substitute Teachers, Interim Aftercare

There has been an on-going need for substitutes in all areas. If you know of any adult with an interest in learning more, please have them approach Becky or Melody Berry.

There is a need for an interim aftercare "adult" during November and December of this year to cover for current personnel. Again, if you know of anyone, have them contact Becky for Melody.

There is a current need for an aide in the pre-four classroom. This is a fulltime position and is due to growth in that program. You may see this advertised in

certain places on social media. Please share to help lead the best possible person to SMS. Beck and Melody are taking information on anyone interested.

Farm to Table Report

Not discussed.

Raffle Kickoff/Tickets

Not discussed. There is, though, an opportunity on the SMS website for current purchase of raffle tickets. Raffle tickets will be available until December 28, 2021, with the drawing scheduled for January 11, 2022. This is a Diocese of Knoxville effort to support tuition assistance. Top prize is \$5,000 and tickets are \$10. Here is the website information:

<https://school.stmarysjc.org/2021-catholic-schools-raffle/>

Soffit Update

Not discussed.

I-Give Catholic

Not discussed. This is an opportunity for SMS to participate in an international day of giving, targeting a specific project. This international day of giving is celebrated on the first Tuesday after Thanksgiving. This year that is on November 30, 2021. Here is some website information:

<https://dioknox.org/events/igivecatholic-2021>

Employee-Substitute-Volunteer Pipeline Development

This discussion involved the idea of working with East Tennessee State University, Milligan University, and the Catholic Center at ETSU to develop some connections between those entities and SMS. In particular, Kayla, Anne, and Tucker are going to attempt to make some in-roads. Anne is going to speak with ETSU about the potential to get student teachers experience through SMS.

OLD BUSINESS

Preferred e-mails: Kayla – drwalkeredin@gmail.com

Laura – lle0803@outlook.com

Posting of minutes

It was determined that Becky would give minutes approved from the previous meeting to Melody Berry for posting on the SMS website. Minutes from this meeting will be distributed for review. Once reviewed, they, too, will be posted.

NEXT MEETING: Tuesday, October 5, at 6 p.m. in the SMS Office

ST. MARY'S SCHOOL
ADMIRALS CLUB/AFTERSCHOOL
PROGRAM
2021-2022

School Office: 423-282-3397

Parochial Administrator: Father Dustin Collins

Principal: Becky Frye

SMS Vision Statement

St. Mary's Catholic School, as a Christian learning community, is led by love, acceptance and caring expressed in the life of Jesus Christ. We encourage our students to be life-long learners with compassionate hearts and a deep commitment to serving others.

SMS Mission Statement

Anchored in love, St. Mary's Catholic School exists to promote Gospel values, academic excellence, and service to serving others.

Goals

To create a caring, loving, enjoyable and safe environment for each child at St. Mary's School.

AT ADMIRALS CLUB

Always be honest

Proverbs 12:22

Forgive and forget

Micah 7:18

Be kind hearted

Ephesians 4:32

Keep your promises

Romans 4:21

Work Hard

Colossians 3:23

Be thankful

1 Thessalonians 5:18

Never give up

Philippians 4:13

But Most Importantly

LOVE ONE ANOTHER

1 Peter 1:22

Dear Parents,

Welcome to **St. Mary's Admirals Club** after school program. Admirals club is open to all students who are registered with St. Mary's School. We are very excited to have the opportunity to serve you and your children. You may use our program on a consistent basis or simply as a drop-in option. From 3:00-5:30 p.m. (2pm on Wednesday's) your child can participate in a number of activities, enjoy a snack, and receive homework help. We are excited to get to know your child as we begin a new school year. We will be providing your child with the opportunity to participate in Running Club. Watch for registration papers for running club. We want structure and variety in the Admirals Club Program; therefore, our daily routine will be organized in the following way:

- 3:15- 3:25p.m.- Sign in/ Social time/ Snack time
- 3:25- 4:15p.m.- Homework and reading quiet time
- 4:15- 5:30p.m.- Games, crafts, outdoor, and social time

If you have any questions, or if you would like more information, please do not hesitate to contact us at **423-282-3397**.

We look forward to seeing your children at the Admirals Club



Eligibility: Children Pre-K through 8th grade attending St. Mary's School who are enrolled in the school.

Calendar/Times: Regular school days 3:00-5:30 pm, Wednesday 2:00- 5:30p.m.
Extended days: dismissal until 5:30pm.

Goals: To create a caring, loving, enjoyable, and safe environment for each child. To give parents the confidence that their child is being taken care of in an atmosphere that promotes time for study, reading, and social time through structured activities as well as free time.

Medication: All medication must be labeled and available in the school office.

Discipline: All children are expected to use proper manners and show respect and consideration for classmates and staff. Physical and or verbal abuse will not be tolerated. You will be notified of any issues that may arise along with consequences. In general children should:

- Do unto others as you would have them do unto you
- Wear mask at all times, unless eating snack
- Maintaining proper social distancing at all times
- Respect yourself, others, and property
- Follow directions of the supervisors
- Ask permission to use the restroom and before leaving the room
- Stay with the group
- Pick up after themselves

Consequences for inappropriate behavior include but are not limited to:

1. Verbal warning
2. Time out/separation from group activities
3. Discussion with parents

Depending on the severity of the behavior, the director along with the principal reserves the right to suspend child care services if the behavior is not corrected.

Snacks: A snack will be provided daily. Children are allowed to bring a snack from home. We ask that no snacks that have nuts or processed in plant with nuts are brought. All snacks must be ready to eat.

1/2 days: All students must pack a bag lunch with drink. Snacks will be provided. Please send child with water bottle that can be filled at our water filling stations.

Gear/clothing: Children may bring a change of clothes on early dismissal days only. Proper outerwear for outdoor play during winter months. On full days free dress is encouraged keeping in mind the free dress guidelines for school days at St. Mary's.

Electronics: Electronics will be allowed during homework time to complete online work. Once homework is completed the electronic needs to be put away. In the event it becomes an issue it will be taken and returned to parents.

Fees:

\$6.50 per hour for the first child

\$5.50 per hour for each additional child

\$1 per minute per child for each minute past 5:30

Early dismissal days will be an hourly rate and capped at \$40 daily.

Pick-up Procedure: Pick up location is the door located at the side of the building where the car line is located for the 3 p.m. pick up. The green turtle/man will be located at the door for easy recognition. We ask that you wear a mask and stop at the blue podium outside the door. Please ring bell or knock on door. One of the aftercare personnel will bring you your child's sign out sheet and we ask that you remain outside and we will send your child to you. Only authorized adults on your emergency list in the school office will be allowed to pick up your child. Permission over the phone will not be accepted. A written message must be on file with the aftercare personnel if there is change or addition. Be aware that an ID may be required in order to pick up a child, this may include parents if we haven't met you.

Effective September 7, 2021