I. Call to Order 6:00pm

II. Opening Prayer

III. Routine Matters
   a. Roll Call
   b. Items Submitted for Consent
      1. Previous Meeting Minutes
      2. Current Agenda

IV. General Business (Meal Break During this segment) 6:15pm
   a. Action Items Update - Print out, limited discussion

V. Committee Business
   a. Marketing - SOS - Save Our School: Holy Cross Enrollment Emergency
      i. Committees
      ii. Phone calls, scripts, etc.
   b. Policies & Regulations - Help Holy Cross
      i. Policy suggestions, committee ideas
   c. Leadership, Personnel & Governance - Help Holy Cross
      i. Leadership suggestions, committee ideas
   d. Finance - Help Holy Cross
      i. Suggestions around budget

VI. Communications
   a. Superintendent’s Report
   b. Bishop's Update 7:40pm

VII. Future Business / Events / Considerations
   a. DSAC Membership Change for E22
      i. Roll Off Lay – SCS (Schmidt); OLG (Thomas) 7:55pm
      ii. Roll On Lay – SHS (TBA); SPS(TBA)
      iii. Roll On Principal – SAS; SMC (New Principal)
      iv. Roll On Pastor – CS – OLV (New Pastor); NCS - TBD
   b. Bishops Awards (8th Grade) 4/29, 5/3; Distinguished Alumni Award Dinner 6/3

VIII. Adjournment
   a. Benefits & Concerns 8:00pm
   b. Closing Prayer

Handouts distributed at meeting: Prior Meeting Minutes, Agenda, AI List, Supt. Report
I. **Call to Order** - Mr. David Schmidt, the DSAC president, called the meeting to order at 6:15pm.

II. **Opening Prayer** – David led us all in the Our Father.

III. **Routine Matters**
   a. **Roll Call**
      i. Members in attendance in person: Lt. Ralph Buentello, NA; Mr. Michael Seger, SRS; Mr. David Schmidt, SCS; Mrs. Virginia Hromadka, SMSW; Mrs. Roshanda Thomas, OLG; Mr. Justin Matias, Principal at OLV; Mr. Sean Mooney, Principal at SJS arrived around 7:00pm
      ii. Ex-officio members in attendance: Mrs. Janet Jones, DOV Director of Communications (arrived around 7pm); Mr. Tony Martinez, DOV Chief Financial Officer; Mrs. Melissa Salinas, DOV Director of Human Resources; Dr. John Quary, Superintendent of Schools; Mrs. Ashley Novosad, Executive Assistant to Superintendent
      iii. Members absent: Father Augustine Asante, SAS; Mr. Mike Cavazos, STJHS; Father Jacob Koether, OLS; and Mrs. Ann Slatter, SCS and
   b. **Items Submitted for Consent:**
      a. Agenda for current meeting
      b. Minutes from March 8th meeting; both were submitted by consent with no objections

IV. **General Business**
   a. **Action Items Updates**: the AIL (Action Item List) was not printed as the agenda indicates, but was sent to the group for review. The discussion around the AIL was limited to a mention of ongoing website upgrades and ongoing efforts to increase the CS endowment.

V. **Committee Business:**

This DSAC meeting was *special* in that we focused our whole attention on enrollment at **Holy Cross in Bay City**. As the group ate their meal, Dr. Quary gave some history and current update to the status of Holy Cross Catholic School.

1. Holy Cross enrollment for the 2021-2022 school year is in an unfortunate position. At the moment, there are 55 children enrolled for the current school year, but only 36 pre-registered for next year.
2. We are careful about not raising alarm at the school, but we do need to show that we are concerned and are ready and willing to assist with addressing enrollment.
3. The current principal is only on her second year and will not be returning next school year due to medical reasons. There is a public perception of instability, and the current pastor has to answer questions about the possibility of the school closing.
4. The OCS has decided that it is time to help HC (Holy Cross) with enrollment management and marketing.
5. Ashley put together a presentation the week after Easter, and it was presented to Father Stephen at HC. There are many more aspects to EM (enrollment management), but the thought behind this original presentation was to not overwhelm the school with too many tasks.

   a. The principal position is not receiving much attention, and the current principal is regularly out due to health.
   b. Father Stephen is willing to let the OCS and DSAC take the lead to engage in intentional enrollment management.

6. The approach should be as follows:
   - **Current Data:** The school should have/needs to create a database of prospective parents in the form of alumni, parish members, members of Our Lady of Guadalupe in Bay City, parents of students in CCD (which may overlap with these other groups), people new to the area, parents whose children are in other daycares and/or are coming of age for daycare.
     o These can be developed by using the database(s) at the parish for the records of Baptism, the recent mailer distribution list
   - **New Event(s):** The parish will host members of the DSAC at their 10:00am Mass on May 16 and May 23, 2021. Members of the DSAC along with esteemed alumni will attend the Masses to show support for HC and be present for a promotional event following the Masses.
     o This promotional event would take the form of booths/tables set up with activities for children and opportunities for parents to learn about HC and all the school has to offer.
       ▪ **Action Item:** Melissa Salinas and Ashley Novosad will begin planning “goodie bags” and will talk with Father Jacob and Sister Rosario as potential “keynote” speakers.
       ▪ Father Jacob will address the congregation in the form of a video and is willing to help in any other ways he can.
       ▪ Facebook marketing will begin on April 30 and continue through the beginning of June
   - **Research:** Which of the local daycares are the biggest competitors? Why would parents choose them over HC? **Action Item:** member of the DSAC will look into these daycares and find out what they have to offer. Is Holy Cross competitive? **Action Item:** Survey to be sent out to current parents regarding their satisfaction with the school/how it could improve.
     o More questions/concerns posed for HC to address:
       ▪ Mrs. Thomas asked if we are surveying our parishioners and community as well?
       ▪ Dr. Quary asked if we (HC) have reached out to the currently enrolled parents that haven’t registered to find out why.
       ▪ Mr. Martinez wants us to make sure we don’t take our current student for granted; how can we make them still feel special while we are courting others?
   - **Acceptance/Action:** Members of the DSAC are willing to make phone calls, assess survey results and make appearances in Bay City to show our support (**Action Item**), but these activities have to be met with an attitude of acceptance from the school. Mrs. Thomas reminded the group that we can receive feedback and action items from our surveys and phone calls, but the school has to be able to accept any criticisms and be willing to act on any possible improvements.
     o We have to ask ourselves: Is Holy Cross providing a superior product? Are we providing a FIRST-Class education?
     o Mr. Matias brought up a point: Is Holy Cross ready to make “drastic changes” that may send shock waves through the school community? Are we to that point? He mentioned ideas around a sliding scale of tuition where tuition is calculated based on family income.
     o What else is on the table? Has there been consideration of HC only teaching the core classes and working as a microschool and/or sharing teachers?
o Mrs. Thomas asked if we have surveyed or plan to survey the current parishioners who have their children in public school; why public school?
o Mrs. Salinas asked if HC is prepared to accommodate the parishioners of Our Lady of Guadalupe with a presentation in Spanish. She also asked if HC would be prepared to serve bi-lingual students. The resources at the school are limited.
o The school must develop their WOW. What sets them apart? What is unique about Holy Cross Catholic School?
  ▪ The public shouldn’t have to wonder, “Is that a Catholic school?” If so, we are up against more than just low enrollment; we have reached a crisis of faith.
  ▪ What is our CATHOLIC IDENTITY?

7. More discussion around HC and input from DSAC:
   a. Lt. Buentello asked what their enrollment capacity could be? Dr. Quary said they COULD accommodate up to 150 students.
   b. The school needs to ensure the public perception is positive and the staff is seen as cohesive. Dr. Quary ensured the group that the staff was—in fact—united and supportive of the school.
   c. BJ Chavez (Office Manager) and Brittany Orsak (Admin Assistant) are both being reached out to as “Brand Ambassadors” and our “boots on the ground” at the school. They are being asked to help with compiling lists for DSAC to contact about drumming up support for the school and creating the excitement we need.
   d. The satisfaction survey to be sent to current Holy Cross parents will go out no later than Monday, May 3.
   e. When the DSAC attends the two Masses on May 16 and May 23, we will meet beforehand to “game plan” and ensure we are all sharing the same message.
      i. Mr. Seger suggested that we have on-the-spot enrollment ready to go for anyone that may want to sign up.
   f. Mr. Mooney asked how we are planning to get those attending the Mass to be excited about the school (CCD students and current families that haven’t registered)?
   g. He also asked what is being done to market outside the school? Dr. Quary informed the group that a mailer was sent out to 5700 homes in and around Bay City and there were plans to send 3 more installments of this mailer. It was developed by a local marketing committee. Those members will be on our list of people that we solicit to be “Brand Ambassadors”.

VI. Communications:

a. Superintendent’s Report will be sent out with minutes, with the addition of the EANS application process with which Dr. Quary is assisting all schools.

VII. Future Business/Events/Considerations:

a. DSAC Membership Change for E22
   i. Roll Off Lay – SCS (Schmidt); OLG (Thomas): Mr. Schmidt will help throughout the development of the new Strategic Plan; Mrs. Thomas expressed her gratitude towards Mr. Schmidt and Dr. Quary and had very kind and inspiring words for the group.
   ii. Roll On Lay – SHS (TBA); SPS(TBA)
iii. Roll On Principal – SAS; SMC (New Principal)
iv. Roll On Pastor – CS – OLV (New Pastor); NCS – TBD

b. Bishops Awards (8th Grade) 4/29 AND 5/3; Distinguished Alumni Awards 6/3

VIII. Adjournment at 8:30 p.m.

a. Next meeting will revolve around the creation of the Strategic Plan. This will take place over the summer.
b. A virtual meeting will take place the week of May 10 to hear updates and solidify plans for the event at Holy Cross.

Respectfully submitted,

_______________________________
Dr. John E. Quary, Superintendent

Approved:

_______________________________
David Schmidt, DSAC President
SUPERINTENDENT’S REPORT
April 26, 2021

COVID PANDEMIC STILL AFFECTING OUR SCHOOLS

Though it appears to be on a decline overall, especially due to the available vaccines, COVID is still finding its way within our school communities. As we enter the last quarter of SY20-21, the following table shows the reported figures in our schools currently logged.

<table>
<thead>
<tr>
<th>Month</th>
<th>Total Cases</th>
<th>Student Cases</th>
<th>Staff Cases</th>
<th>Overall Total</th>
<th>% of Positive Student Cases Based on Enrollment</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 2020</td>
<td>29</td>
<td>13</td>
<td>42</td>
<td></td>
<td>1.12%</td>
</tr>
<tr>
<td>December 2020</td>
<td>1</td>
<td>11</td>
<td>12</td>
<td></td>
<td>0.04%</td>
</tr>
<tr>
<td>January 2021</td>
<td>14</td>
<td>16</td>
<td>30</td>
<td></td>
<td>0.54%</td>
</tr>
<tr>
<td>February 2021</td>
<td>4</td>
<td>5</td>
<td>9</td>
<td></td>
<td>0.15%</td>
</tr>
<tr>
<td>March 2021</td>
<td>5</td>
<td>5</td>
<td>10</td>
<td></td>
<td>0.19%</td>
</tr>
<tr>
<td>April 2021**</td>
<td>8</td>
<td>0</td>
<td>8</td>
<td></td>
<td>0.31%</td>
</tr>
<tr>
<td>Overall total</td>
<td>61</td>
<td>50</td>
<td>111</td>
<td></td>
<td>2.35%</td>
</tr>
</tbody>
</table>

*Total since August – 3.4% of positive student cases based on enrollment
** As of April 26, 2021

BISHOP CAHILL TO MAKE ANNOUNCEMENT REGARDING FACE MASKS IN OUR SCHOOLS

In the coming weeks, Bishop Cahill will be making an announcement regarding the wearing of face masks within Catholic schools, weekly Masses, and related areas. It appears as though the bishop will be considering “mask-optional” guidelines for those Catholic schools in which the local health officials have approved of the option. The bishop’s announcement could come as early as May 1 for Catholic schools and related parishes, though it is more likely to be made public following the upcoming May 12th Presbyteral Council meeting.

STANDARDIZED TESTING WILL BE CONCLUDING ITS BATTERY OF SPRING ASSESSMENTS

For the first time in many years, due to COVID-19, the Catholic schools have begun their annual standardized testing and will conclude Friday, April 30, 2021. Fall testing will more than likely return.

ESTIMATED SY21-22 ENROLLMENT

<table>
<thead>
<tr>
<th>School</th>
<th>SY19-20 Official Enrollment</th>
<th>SY20-21 Official Enrollment</th>
<th>SY21-22 Estimated Enrollment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Holy Cross, Bay City</td>
<td>51</td>
<td>55</td>
<td>50</td>
</tr>
<tr>
<td>Nazareth Academy, Victoria</td>
<td>329</td>
<td>301</td>
<td>310</td>
</tr>
<tr>
<td>Our Lady of the Gulf, Port Lavaca</td>
<td>132</td>
<td>123</td>
<td>124</td>
</tr>
<tr>
<td>Our Lady of Victory, Victoria</td>
<td>466</td>
<td>451</td>
<td>470</td>
</tr>
<tr>
<td>Sacred Heart, Hallettsville</td>
<td>262</td>
<td>262</td>
<td>275</td>
</tr>
</tbody>
</table>
St. Anthony, Columbus 213 190 196
St. Joseph HS, Victoria 304 278 295
St. Joseph School, Yoakum 94 97 100
St. Michael, Cuero 81 75 75
St. Michael, Weimar 91 92 76
St. Philip, El Campo 267 248 236
St. Rose, Schulenburg 166 140 145
Shiner Catholic, Shiner 303 273 305
**TOTAL for Diocese** 2759 2585 2657

**STILL NO VIABLE OPTIONS FOR PRINCIPAL OPENINGS**

After almost a month of having the principal openings posted, the candidates have been very few. Our hope is to run the advertisements for an additional month and take stock of the situations at both campuses at that time.

**SCHOOL PASTOR OPENINGS FOR SY2021-2022**

All three NEW school pastors have been named. Please join us in prayer as we welcome THREE new school pastors at the following schools:
Fr. Jacob Mendoza will lead St. Michael’s, Cuero;
Fr. Scott Hill will lead St. Rose, Schulenburg; and
Fr. Kirby Hlavaty will lead OLV, Victoria.

Congratulations to these NEWLY-named school pastors who will take the reins at our Catholic schools. Your prayers and support will be needed to assist them in their new and engaging roles.

**DATES FOR THE UPCOMING ACCREDITATION VISITS FOR SY21-22 ANNOUNCED**

   St. Joseph (Yoakum) 9/12 thru 9/15, 2021
   Our Lady of the Gulf (Port Lavaca) 10/19 thru 10/22, 2021,
   St. Anthony (Columbus) 10/5 thru 10/8, 2021, and
   St. Philip (El Campo) 2/15 thru 2/18, 2022

   Having recently undergone virtual training, the newly-trained members and experienced members will comprise the upcoming teams.

**RECENT/FUTURE WORKSHOPS AND IN-SERVICES**

- April’s principal meeting (4/14), was the first in-person meeting for the school year. All were happy to have returned to a more “normal” format.
- May 12 – Final principal meeting for this school session.
• Mother Elizabeth Seton Awards (MESA) took place April 15, at Shiner KC Hall. See picture inset:

• Bishop’s 8th Grade Awards and Evening Prayers assembly will take place at two locations to comply with COVID protocols:
  o April 29th - at the Cathedral Center of OLV.
  o May 3rd – Sacred Heart Catholic Church, Hallettsville
• Annual Region III meeting with Private (Non-public) Schools on May 11th at center
• Catholic School Seminar 2021, tentatively, scheduled for August 6th.
• Tolton Play rescheduled for fall in our diocese – September 23-26 – details to follow

**UPCOMING IMPORTANT REMINDERS**
• Monthly Principal Meeting—May 11th —Region 3 Private School presentation and OCS
• Annual Principal Evaluation surveys completed; in-person evaluations to begin May 3rd
• Traditional last day of classes – May 28th; Fall classes to begin August 16 (traditional)
• June 3rd – 2021 Distinguished Alumni Award Dinner @ Cathedral Center

**REMAINING DSAC MEETING DATES FOR 2020-2021**
• Strategic Planning in Summer 2021 (tentative)
Diocese of Victoria
Office of Catholic Schools
Diocesan School Advisory Council
March 8th, 2021 – 6:00pm - DOV Chancery
(Light Dinner Provided)

I. Call to Order 6:00pm

II. Opening Prayer

III. Routine Matters
   a. Roll Call
   b. Items Submitted for Consent
      1. Previous Meeting Minutes
      2. Current Agenda

IV. General Business (Meal Break During this segment) 6:15pm
   a. Action Items Update
   b. OCS Activities

V. Committee Business (Not Discussed in Action Items) 7:20pm
   a. Marketing –
      i. Future Look of DAAD (Distinguished Alumni Award Dinner)
      ii. OCS Logo Changes for 25th Anniversary
   b. Policies & Regulations
      i. 
      ii. 
   c. Leadership, Personnel & Governance
      i. 
      ii. 
   d. Finance
      i. FY2020 Results
      ii. FY2021 Approved Budget

VI. Communications 7:40pm
   a. Superintendent's Report
   b. Bishop's Update

VII. Future Business / Events / Considerations 7:55pm
   a. DSAC Membership Change for E22
      i. Roll Off Lay – SCS (Schmidt); OLG (Thomas)
      ii. Roll On Lay – SHS (TBA); SPS (TBA)
      iii. Roll On Principal – SAS; SMC (New Principal)
      iv. Roll On Pastor – CS – OLV (New Pastor); NCS - TBD
   b. DAAD; MESA 4/15; Bishops Awards (8th Grade) 4/29

VIII. Adjournment 8:00pm
   a. Benefits & Concerns
   b. Closing Prayer

Handouts distributed at meeting: Prior Meeting Minutes, Agenda, Al List, Finance Report, Supt. Report
I. Call to Order - Mr. David Schmidt, the DSAC president, called the meeting to order at 6:00pm.

II. Opening Prayer – The meeting opened with a prayer to St. Joseph the Worker. (Didn’t you lead the prayer?)

III. Routine Matters
   a. Roll Call
      i. Members in attendance in person: Lt. Ralph Buentello, NA; Mr. Mike Cavazos, STJHS; Mr. Michael Seger, SRS; Father Jacob Koether, OLS; Mrs. Ann Slatter, SCS; Mr. David Schmidt, SCS; Mr. Sean Mooney, Principal at SJS;
      ii. Members present via GoToMeeting : Mrs. Virginia Hromadka, SMSW; Mr. Justin Matias, Principal at OLV
      iii. Ex-officio members in attendance: Bishop Brendan Cahill; Mrs. Janet Jones, DOV Director of Communications; Mr. Tony Martinez, DOV Chief Financial Officer; Mrs. Melissa Salinas, DOV Director of Human Resources; Dr. John Quary, Superintendent of Schools; Mrs. Ashley Novosad, Executive Assistant to Superintendent
      iv. Members absent: Father Augustine Asante, SAS and Mrs. Roshanda Thomas, OLG
   b. Items Submitted for Consent:
      a. Agenda for current meeting
      b. Minutes from meeting held in November 2020; both were submitted by consent with no objections

IV. General Business
   a. Action Items Updates: the AIL (Action Item List) has now become the working document for the OCS and DSAC activities. The AIL reviewed in the meeting is sorted by importance and urgency, then by due date. Red-coded items are due this quarter and yellow-coded items are due next quarter. Items discussed:

1. Create report to compare teachers’ salaries across diocese and ISDs: this due date has been changed from E21 3Q to E22 1Q; the ISD comparison data should be compiled during the summer. 60% complete, as the salary committee did meet, and the revised scales were presented to the principals.

2. Update OCS website with fresh design features and figures: Website upgrades are ongoing; approximately 50% complete; due date is currently E21 4Q and will remain the goal

3. Develop and appoint committee to assist in curriculum updates: 0% complete as no formal committee(s) has/have been formed; current due date is E22 1Q and will remain the same for the appointment of committee(s). Action item list addition: develop and appoint a committee for each subject area. Ashley, Dr.
Quary, and Father Jacob have formed a small ad-hoc committee to work on religion (only). Therefore, the actual formation of a committee to complete ALL subjects has not been formed.

a) Science and Heath/PE would be the next subjects to tackle. We do have options to use what other dioceses have created (Dallas, San Antonio).

4. **Create a schedule of activities for the revamping of the marketing plan:**
   Activities of the marketing committee to be covered later under committee business.

5. **Develop new Strategic Work Plan (SWP):** 0% complete; current due date is E22 2Q, as the current SWP expires at the end of SY21-22. By the next meeting (in April) we will reach out to various member/committees for items to be added to the SWP.

6. **Evaluate the process/procedure of the Superintendent’s/OCS program evaluation:** 0% complete; current due date is E22 2Q; more will be discussed once Father Matthew has been in the Chancellor position for a few months (allow him time to get acclimated).

7. **Increase the corpus of CS endowment:** 0% complete; current due date is E22 2Q; the DSAC and the OCS are working to understand the balance of the endowment and how the investments are performing. The DOV Finance Committee will be meeting the week of 3/15 and will be talking with the creator of the endowment; **Action item list addition:** create a subcommittee from the DSAC to monitor and ultimately increase these funds.

8. **Curriculum review and update:** 10% complete, as the religion curriculum is complete; current due date is E23 3Q and will remain; this action item is the result from action items 3a-3f (new AI’s created for each subject)

9. **Create and update document for the structure and rotation of the DSAC:** Per meeting, the due date is to be revised to E21 4Q; **Update: OCS EA has completed this task. This has been updated to 100% complete and moved to the completed/removed section of the AIL.**

10. **Evaluate and compare National Catholic Standards in relation to TCCB-AC benchmarks from self-study document:** 5% complete; current due date is E21 4Q and will remain. It would be beneficial to get this completed no later than next quarter, as there are several schools coming up for accreditation and would benefit from this analysis/comparison.

11. **Evaluate Pastoral Institute’s online option as a valid alternative to live classes:** 0% complete; current due date is E21 4Q and will remain. Meeting scheduled for 3/10/2021. **Update: meeting was held; new AI to be developed from meeting.**

12. **Increase participation of schools outside Victoria in Bishop’s Learn & Lunch:** 0% complete; current due date is E22 1Q and will remain; Bishop’s schedule to be discussed with Sr. Rosario and decision for E22 to be made before the end of current SY.
13. Work with Director of Catechetical Ministry to increase participation in the Catholic Knowledge Bowl (CKB): 5% complete; due date is currently E22 1Q; Meeting scheduled for 3/10/2021. Update: due date to be moved to E22 2Q, as the Director of Catechetical Ministry will be consulting with the DOV Year of the Family Committee to discuss the possibilities of this event. OCS EA will serve on committee for the planning of the “new” CKB.

14. Ensure the governing structure/history of the OCS has been effectively communicated to all parishes: 85% complete, as the information has been conveyed. Due date currently set for E22 1Q and will remain; next step is to develop a survey for principals to rate their experience.

15. Textbook adoption: 0% complete, as this is tied to curriculum updates; due date of E23 3Q will remain the same unless something changes with TEA’s (Texas Education Agency) schedule.

16. Update and publish Policy Development Flowchart: 95% complete; due date is past due (E21 2Q); working copy has been circulated; just needs update/refresh and added to the website.

17. Update OCS Handbook with color-coding system to differentiate between diocesan and school policies: 0% complete; due date is currently E21 4Q. Update: The OCS EA may work on this over the summer, so due date is being changed to E22 1Q. We are calling it non-important, non-urgent because we are functioning without it; it’s a “nice to have” at this point.

18. Begin to advertise the Actual Cost of Education (ACE): 10% complete; due date is currently E22 1Q and will remain; informing the public of the economic value of Catholic education versus public education will enlighten (there is definitely value in advertising this).

19. Create and send survey to principals to assess the efficacy of new OCS policies/procedures: This is to be combined with #14.

b. Completed/Removed Action Items:
   1. Marketing meeting held 01/14/2021; more updates to come.
   2. Increased FB (Facebook) presence had huge impact on the National Day of Giving for the OCS. Facebook marketing does work efficiently and the OCS’s success is a great example of what can happen. BUT even GREATER examples are Shiner Catholic School and St. Philip Catholic School ($22,000 and $36,000)!
      a) Ann Slatter mentioned how important it is to ASK for SOMETHING SPECIFIC (not “operating budget”).
      b) Why aren’t schools participating the in National Day of Giving? Mr. Mooney explained that his school does other fundraising at that time, so his school does not participate. Mrs. Slatter also mentioned that the Catholic Life Raffle is held at the same time; Mr. Mooney echoed this sentiment as well. (Are we exhausting donors before/around the same time we are executing major fundraising events?) Mr. Matias chatted in that OLV did not participate because of OLV having their gala that same weekend.
   3. We are looking into and developing a robust advertising campaign for Catholic education and the OCS. Ashley went over some of the items that came out of a
meeting with The Victoria Advocate, which was held Friday, March 5 and included David Schmidt, Ashley Novosad and Mr. Kevin Alstrom from the Advocate. She described some of the print ads we could potentially place (skybox, quarter page, eighth page, etc.) as well as their digital counterparts. The pricing structure and what this will look like going forward should be ready to present at the April DSAC meeting.

a) First to be seen: “Worship in the Crossroads” which comes out the Saturday before Palm Sunday. The OCS will place a full-page ad with article written by Dr. Quary. Update: this ad is currently undergoing the review and approval process with the Advocate.

V. Committee Business:

a. Marketing Committee: Held meeting January 14, 2021. Items discussed:
   1. Distinguished Alumni Award Dinner reimagining: the event is evolving into a fundraising event. It will still honor our distinguished alumni, but donor investment opportunities will be available (e.g. “In Memoriam”, “Sponsor the Sisters”, streaming sponsors)
      a) Dr. Quary and Ashley will be visiting school pastors get their buy-in.
   2. Create interest for the “Fire It Up” campaign with online ways of giving; this would eventually lead into the OCS being part of the “envelope system” at parishes throughout the diocese.
   3. Introduction of new logo(s) created by Ann Slatter: the group has been asked to submit their likes/dislikes.
   4. Mr. Ralph Buentello talked about the idea of an OCS coin for the celebration of the 25th anniversary. Ideas include putting the logos of each of the schools, the logo for the OCS. These are meant to be collected. How can we use these as more than commemorative/tokens? How can we use these to raise funds?

b. Policies & Regulations: nothing to report

c. Leadership, Personnel & Governance: nothing to report

d. Finance:
   1. DOV CFO Mr. Tony Martinez presented the 2021 budget of the OCS. The DOV Finance Council is meeting the week of 3/15 to approve all DOV budgets.
      a) On the last page of the presentation, the OCS's expenditure is called “School Administration”. Mr. Schmidt suggested that it be renamed/rebranded to reflect .

VI. Communications:

a. Superintendent’s Report: Dr. Quary “hit the highpoints” of his report:
   1. Father Gary becomes Bishop Gary Janak!
   2. All schools who submitted requests for waivers for missed instructional days due to the winter storm should be approved by TCCB-ED.
   3. Covid cases are declining in our schools.
   4. Masks are still to be worn at our campuses.
   5. Major achievements: TCCB-ED’s Texas Elementary Teacher of the Year from St. Rose, Donna Kunz and 50 years of service from Gwen Hall at OLV.
   6. Two schools (HC and SMSC) are looking for principals and three (OLV, SMSC, and SRS) will have new pastors. OLV is the only one named thus far.

b. Bishop Cahill’s comments:
1. He was so very touched by the spiritual bouquet presented to him at his retreat in January.
2. He informed the group that he would be open to continuing the Learn and Lunch events as they are now, as he is willing to do anything to support the schools.
3. Bishop Cahill also talked about the experience of Father Gary’s new appointment… Pope Francis knows South Texas! What a blessing!
4. With regards to the appointment of Father Jasper as spiritual director for the seminarians: they asked for him! What a wonderful service he will be providing! School pastors appointed to the new roles in Cuero and Schulenburg need to understand the nature of the school environment and be able to work with the principals.
5. The Distinguished Alumni Dinner transformation needs to focus on helping the teachers. How will the endowment be used? To INCREASE teachers’ salaries!

VII. Future Business/Events/Considerations:

a. DSAC Membership Change for E22
   i. Roll Off Lay – SCS (Schmidt); OLG (Thomas)
   ii. Roll On Lay – SHS (TBA); SPS (TBA)
   iii. Roll On Principal – SAS; SMC (New Principal)
   iv. Roll On Pastor – CS – OLV (New Pastor); NCS – TBD

b. DAAD (TBD); MESA 4/15; Bishops Awards (8th Grade) 4/29 AND 5/3

VIII. Adjournment at 8:20 p.m.

a. Next meeting will be April 26, 2021, at 6 p.m. at the Chancery.

Respectfully submitted,

__________________________________
Dr. John E. Quary, Superintendent

Approved:

__________________________________
David Schmidt, DSAC President
SUPERINTENDENT’S REPORT
March 8, 2021
(Winter storm delayed 2/22 meeting)

CHANCELLOR RECENTLY NAMED AS BISHOP-ELECT

Many are aware that our own Father Gary Janak, who has been the Chancellor of the diocese, has recently been named as Bishop-Elect to the Archdiocese of San Antonio, where he will serve as Auxiliary Bishop. Bishop Janak has spent more than 30 years as a priest in the Diocese of Victoria. He will be the first bishop named from the Diocese of Victoria. Father Gary is also a staunch supporter of Catholic Education, as he has recently served as the pastor of both St. Philip Catholic School and currently as rector and school pastor of Our Lady of Victory Cathedral and School. In addition, Bishop Janak has also served in the capacity of Executive Director of the Emmaus Center, that he also founded. Our many thanks to Father Gary for his decades of service to the Diocese of Victoria, especially to our Catholic schools. Bishop Janak will be installed April 20. Our loss is certainly the archdiocese’s gain!

We are also happy to welcome Father Matthew Huehlefeld, pastor of St. Joseph, Yoakum, as the new Chancellor. Congratulations are also in order for Father Kirby Hlavaty, who has recently been named as the new rector and pastor of Our Lady of Victory Cathedral and School. Additionally, Father Kirby will succeed Father Gary as the Executive Director of The Emmaus Center.

WINTER STORM BRINGS NEW CHALLENGES TO OUR CATHOLIC SCHOOLS

The recent February Winter Storm Uri brought freezing temperatures to the Crossroads in an unprecedented manner. The loss of electricity and lack of water for many of our school communities contributed to yet another “break in learning” for some of our schools and across the state. The state of emergency declared by Governor Abbott paved the way for Texas Education Agency and the Texas Catholic Conference of Bishops-Education Department to make available school waivers for missed school days. Many of our schools have submitted waiver requests and will most likely be approved by TCCB-ED, especially with the approval of our diocesan superintendent. The process entails submitting a written request for waivers for any days that are in excess of the “bad weather days” already noted on official, approved school calendars.

COVID PANDEMIC EFFECTS BEGINNING TO SHOW SOME RELIEF

As the pandemic has plagued our Catholic schools and communities over the present school session, our affected numbers have begun to decline. Over the past semester, the following table shows the reported figures in our schools as of 3/1/2021.

<table>
<thead>
<tr>
<th></th>
<th>Total Cases</th>
<th>Student Cases</th>
<th>Total Cases</th>
<th>Staff Cases</th>
<th>Overall Total</th>
<th>% of Positive Student Cases Based on Enrollment*</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 2020</td>
<td>29</td>
<td>13</td>
<td>42</td>
<td>1.12%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>December 2020</td>
<td>1</td>
<td>1</td>
<td>12</td>
<td>0.04%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>January 2021</td>
<td>14</td>
<td>16</td>
<td>30</td>
<td>0.54%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>February 2021</td>
<td>4</td>
<td>5</td>
<td>9</td>
<td>0.15%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Overall total</td>
<td>48</td>
<td>45</td>
<td>93</td>
<td>1.85%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Total since August - 2.9% of positive student cases based on enrollment
RECENT GOVERNOR EXECUTIVE ORDER REGARDING FACE MASKS

In response to the Governor Abbott’s recent Executive Order wherein face masks are no longer mandated throughout Texas has been met with little change to our diocesan protocols. Bishop Cahill issued a statement declaring that no changes would take place regarding current diocesan health protocols.

Additionally, in response to the concerns that were being expressed by our principals, I shared the following statement with our school administrators**:

*I am certain that you may be aware of Governor Abbott’s Executive Order that was released today March 2, 2021, please note that our diocese is not making any change, as of yet, to our mitigation policies and COVID protocols in our school communities.*

*From the beginning of the pandemic, Governor Abbott has reinforced private schools’ abilities to determine the methods necessary to ensure the safety and protection of our students. We are thankful that we are able to maintain our current mitigation efforts that have proven to be remarkably effective at protecting our work force and our students, and we will continue to employ those methods until it is determined safe by our medical professionals and approved by our diocese to discontinue them.*

*We are grateful that our families continue to make choices to protect the most vulnerable, and encourage all people who are able to take advantage of the COVID-19 vaccines to do so as soon as they can, so that we can return to a sense of normalcy in the fall.*

**Our Chancellor, Father Gary Janak, and TCCB-ED have also approved this statement.

OLV TEACHER REACHES MOMENTOUS MILESTONE

Gwen Hall, OLV teacher, has just reached her 50th year of teaching in our Catholic schools…all of them at Our Lady of Victory Catholic School. Ms. Hall has been walking the halls of OLV for the past five decades and, recently, has decided to make this her last year. She has been looking forward to clocking 50 years and, now that she has, her plans are to do more volunteering, taking care of friends and family, and tending to her favorite four-legged companion, Toro. Our thanks to Gwen, as she takes some well-deserved time off to enjoy the next phase of her life…retirement! A small retirement ceremony is planned for the closing weeks of this school year, during the month of May. Ms. Hall was also featured in the February edition of The Lighthouse, our diocesan newspaper.

TCCB-ED NAMES ONE OF OUR OWN AS THE ELEMENTARY TEACHER OF THE YEAR

After years of submissions, the TCCB-ED (Texas Catholic Conference of Bishops-Education Department) has named Donna Kunz, of St. Rose of Lima Catholic School, Schulenburg, its 2020-2021 Elementary Teacher of the Year. Background information on Donna include being a product of St. Rose Catholic School and Bishop Forrest HS. After attending Blinn College, Donna went on to secure a position as Student Assistant for the English Department at Sam Houston State University while in college and student teaching. However, for the past 34 years, she has been a teacher of grades 6-8 English and Math/ Algebra I. Mrs. Kunz’s entire career has been dedicated to alma mater, St. Rose of Lima Catholic School. Congratulations to Donna Kunz on this INCREDIBLE accomplishment!

STANDARDIZED TESTING TAKING PLACE IN APRIL, DUE TO COVID-19

Annual standardized testing has been re-scheduled for April 2021. Will most likely return to fall for SY21-22.
COVID-19 IMPACTS DIOCESAN EVENTS

- Deliberations are being made at present regarding the upcoming events for spring 2021:
  - Distinguished Alumni Award Dinner – TBD and re-imagined format being discussed
  - Thank-You Luncheon for Sisters – will take NEW format for this COVID year
  - Mother Elizabeth Seton Awards – slated for Thursday, April 15 (still planned as usual)
  - Bishop’s 8th Grade Religion Awards – slated for Thursday, April 29
  - Science Textbook adoption for SY21-22 postponed.

CORRECTED ENROLLMENT - (PREVIOUSLY REPORTED INCORRECTLY, BASED ON COLUMN TITLE)

<table>
<thead>
<tr>
<th>School</th>
<th>SY19-20 Official Enrollment</th>
<th>SY20-21 Official Enrollment</th>
<th>Percent of change (added to table &amp; rounded to nearest whole)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Holy Cross, Bay City</td>
<td>51</td>
<td>55</td>
<td>8%</td>
</tr>
<tr>
<td>Nazareth Academy, Victoria</td>
<td>329</td>
<td>301</td>
<td>-9%</td>
</tr>
<tr>
<td>Our Lady of the Gulf, Port Lavaca</td>
<td>132</td>
<td>123</td>
<td>-7%</td>
</tr>
<tr>
<td>Our Lady of Victory, Victoria</td>
<td>466</td>
<td>451</td>
<td>-3%</td>
</tr>
<tr>
<td>Sacred Heart, Hallettsville</td>
<td>262</td>
<td>262</td>
<td>No Change</td>
</tr>
<tr>
<td>St. Anthony, Columbus</td>
<td>213</td>
<td>190</td>
<td>-11%</td>
</tr>
<tr>
<td>St. Joseph HS, Victoria</td>
<td>304</td>
<td>278</td>
<td>-9%</td>
</tr>
<tr>
<td>St. Joseph School, Yoakum</td>
<td>94</td>
<td>97</td>
<td>3%</td>
</tr>
<tr>
<td>St. Michael, Cuero</td>
<td>81</td>
<td>75</td>
<td>-7%</td>
</tr>
<tr>
<td>St. Michael, Weimar</td>
<td>91</td>
<td>92</td>
<td>1%</td>
</tr>
<tr>
<td>St. Philip, El Campo</td>
<td>267</td>
<td>248</td>
<td>-7%</td>
</tr>
<tr>
<td>St. Rose, Schulenburg</td>
<td>166</td>
<td>140</td>
<td>-16%</td>
</tr>
<tr>
<td>Shiner Catholic, Shiner</td>
<td>303</td>
<td>273</td>
<td>-10%</td>
</tr>
<tr>
<td>TOTAL for Diocese</td>
<td>2759</td>
<td>2585</td>
<td>-6%</td>
</tr>
</tbody>
</table>

PRINCIPAL OPENINGS FOR SY2021-2022

Two of our schools are preparing principal searches for next school year: St. Michael, Cuero, and Holy Cross, Bay City. Mrs. Jennifer Saenz, the outgoing principal of St. Michael’s, will be completing six years at the elementary school. She will be retiring to spend more time with her NEW grandchild. Mrs. Angela Kupcho, the outgoing principal of Holy Cross, will be completing her second year at Bay City’s only Catholic elementary school. She will be resigning her position due to health problems and the need to reduce her commuting time.

SCHOOL PASTOR OPENINGS FOR SY2021-2022

The upcoming school year will welcome THREE new school pastors at the following schools: St. Michael’s, Cuero; St. Rose, Schulenburg; and OLV, Victoria.

As many have heard, Father Gary Janak has been elevated to Bishop-Elect of the Archdiocese of San Antonio. He was previously the school pastor of our largest school, OLV. His replacement has been named recently in the person of Fr. Kirby Hlavaty (past school pastor of Shiner Catholic and St. Michael’s, Cuero).

Father Tim Kosler, school pastor of St. Rose, recently announced his upcoming retirement following a long tenure of service to the diocese. His replacement has yet to be named.
The seminary of Houston will soon have a new Spiritual Director in the person of Father Jasper Liggio of St. Michael’s, Cuero. His replacement has yet to be named.

Congratulations to these pastors who have spent several years within our diocese and are now ready to move on to the next phase of life that God has in store for them.

**SCHEDULED ACCREDITATION VISITS FOR NEXT SCHOOL YEAR**

The accreditation team selected by the TCCB-AC (Texas Catholic Council of Bishops - Accreditation Commission) will begin their visits in the fall of 2021 to the campuses of the following schools: St. Anthony (Columbus), St. Joseph (Yoakum), St. Philip (El Campo), and Our Lady of the Gulf (Port Lavaca). Teams are being formed during this spring semester to ensure that members are duly trained and eligible for service. New visiting dates will be forthcoming, once TCCB-AC has confirmed them. New accreditation team training scheduled for March and April will be a virtual format.

**RECENT/FUTURE WORKSHOPS AND IN-SERVICES**

- Principals’ Retreat – March 23-24, 2021, at the SRC. Dr. Michael Fonseca is the facilitator.
- NCEA 2021 Convention, April 6-8, (National Catholic Educational Association) will be held virtually this year.
- Monthly principal meetings, due to COVID, have been held virtually. April’s meeting (4/14), however, will be a hybrid format (most will attend in-person and a few will remain virtual).
- Mother Elizabeth Seton Awards (MESA) will take place, tentatively, April 15, at Shiner KC Hall.
- Bishop’s 8th Grade Awards and Evening Prayers assembly will take place on April 29th, tentatively, at the Cathedral of OLV.
- Annual Region III meeting with Private (Non-public) Schools on May 11th at center
- Catholic School Seminar 2021, tentatively, scheduled for August 6th.

**UPCOMING IMPORTANT REMINDERS**

- Annual Lenten Retreat for Chancery Staff –March 9 —Spiritual Renewal Center
- Monthly Principal Meeting—April 14th and May 11th —OCS
- Annual Principal Evaluation surveys completed; in-person evaluations begin May 3rd
- Spring Breaks will begin for DOV Catholic schools March 15 (Though, SPS will have its 3/8-3/12.)
- Chrism Mass on March 30th – Cathedral of OLV- 8th graders will NOT attend, due to COVID
- Traditional last day of classes – May 28th; Fall classes to begin August 16 (traditional)

**REMAINING DSAC MEETING DATES FOR 2020-2021**

- April 26, 2021
- Strategic Planning in Summer 2021 (tentative)
I. Call to Order 6:00pm

II. Opening Prayer

III. Routine Matters
a. Roll Call
b. Items Submitted for Consent
   1. Current Agenda
   2. Previous Meeting Minutes

IV. General Business 6:15pm
a. DSAC President Comments
   • Explanation of Acronyms
b. Strategic Work Plan (SWP) Overview
   c. Strategic Work Plan (items not associated with a committee) C1, C2, C3, C4, A1, A2, A3
d. COVID Updates and Impacts on Spring Events – Ashley

Break for Meal While DOV Website Surfing 7:00pm

V. Committee Business 7:20pm
a. Marketing – Strategic Work Plan
b. Policies & Regulations – Strategic Work Plan
c. Personnel & Governance – Strategic Work Plan
d. Finance – Strategic Work Plan

VI. Communications 7:45pm
a. Superintendent’s Report
b. Bishop Update

VII. Future Business 8:00pm
a. Action Items Update – Review New List

VIII. Adjournment 8:05pm
a. Round Table Discussion
b. Closing Prayer

Handouts to be distributed at meeting:
DSAC Finance Committee Meeting
Strategic Work Plan and Progress Report
Acronyms List
New Action Item List - Draft
Diocese of Victoria  
Office of Catholic Schools  
Diocesan School Advisory Council  
2nd Quarter E21 Meeting Minutes  
November 30, 2020 - 6:00pm - DOV Chancery/Virtual

I. Call to Order - Mr. David Schmidt, the DSAC president, called the meeting to order at 6:05pm.

II. Opening Prayer – Dr. Quary opened the meeting with a prayer.

III. Routine Matters
   a. Roll Call
      i. Members in attendance in person: Lt. Ralph Buentello, NA; Mr. Michael Seger, SRS; Father Jacob Koether, OLS; Mrs. Ann Slatter, SCS
      ii. Members present via GoToMeeting: Mr. David Schmidt, SCS; Mrs. Virginia Hromadka, SMSW; Mrs. Roshanda Thomas, OLG; Mr. Sean Mooney, Principal at SJS; Mr. Justin Matias, Principal at OLV
      iii. Ex-officio members in attendance: Mrs. Janet Jones, DOV Director of Communications; Mr. Tony Martinez, DOV Director of Business and Finance; Mrs. Melissa Salinas, DOV Director of Human Resources; Dr. John Quary, Superintendent of Schools; Mrs. Ashley Novosad, Executive Assistant to Superintendent
      iv. Members absent: Father Augustine Asante, SAS and Mr. Mike Cavazos, STJHS
   b. Items Submitted for Consent:
      a. Agenda for Current Meeting
      b. Minutes from Meeting held in February 2020; both were submitted by consent with no objections

IV. General Business
   a. DSAC President Comments: Mr. Schmidt began a discussion around the acronyms and abbreviations document; there are many acronyms used in DSAC, so he has compiled this helpful document.
      i. Mr. Schmidt explained the nomenclature of the school year: E21, for example, is the end of school year 2020-2021; the driver behind using the abbreviation centers around spacing constraints throughout DSAC documents. There are some documents in which we use SY21-22, whereas SY = School Year; the goal is to use the fewest characters possible.
      ii. Mr. Schmidt informed the group that they have received the handout both in their email from today, their email in August, and the in-person attendees have it in their printed packet.
   b. Overview of Strategic Work Plan (SWP): Mr. Schmidt created the document with the intention of keeping the work plan and action items in one document. However, we are going to begin keeping the Action Items List as a separate file.
      i. The SWP is designed to be updated, as appropriate, during each year.
      ii. The Action Items List will be updated monthly, or as we complete the items.
   c. Strategic Work Plan (items not associated with a committee):
      i. C1 – OCS to continue to utilize National Catholic Standards (NCS)
1. The schools are continuing their work on the NCS but—in order to ensure continuity and prevent “double work”—Dr. Quary and Mrs. Novosad are working to compare the TCCB-AC (Texas Catholic Conference of Bishops - Accreditation Commission) self-study tool of benchmarks with the NCS to ensure the schools are not doing “double work”. *Action Item*
   a. Where do the NCS and TCCB-AC benchmarks overlap?
   b. This comparison is forecasted to be complete by E21 3Q.

ii. **C2 – Learn and Lunch with Bishop**
   1. The Learn and Lunch was cancelled due to COVID, but the Bishop has been visiting the schools with his presentation and will continue to do so; this has been well received within the schools.
   2. In E20, the Victoria schools showed the most participation (as the event is held in Victoria); however, we plan to incentivize in the future to elicit more participation from schools outside NA and OLV. *Action Item*

iii. **C3 – Catholic Knowledge Bowl (CKB)**
   1. CKB is not happening for E21 due to COVID.
   2. Marketing Committee will be involved in setting the minimum goal of four schools’ participation in the CKB. *Action Item*

iv. **C4 – Professional Development Opportunities for all Catholic teachers**
   1. The OCS is gathering data on the use of the various programs for religious certifications.
   2. Dr. Quary described the difference between University of Dayton and the DOV’s Pastoral Institute (PI).
   3. The OCS is exploring the PI’s online option as a potential alternative to the live PI classes. *Action Item*
   4. The OCS is also looking into Echoes of Faith, but it has drawbacks—it has to be monitored in-house.
   5. We currently have two viable options, and we are exploring a third/possibly a fourth.

v. **A1 – Textbook adoption cycle**
   1. Typically have seven-year cycle coinciding with the Texas Education Agency’s (TEA) textbook adoption cycle.
   2. This is being delayed; TEA has postponed science textbook adoption until at least E23 due to COVID.
   3. DOV Catholic schools will delay another year but, in the interim, the OCS will look deeper at the science curriculum.

vi. **A2 – Curriculum Review and Update Cycle**
   1. Dr. Quary and Mrs. Novosad are currently going through religion curriculum from grades K-8; they are verifying the references to the Catechism of the Catholic Church, ensuring reasonableness and accurate referencing. The goal is to be complete by Christmas break. Fr. Jacob Koether offered to assist.
   2. Upon completion of religion, Dr. Quary and Mrs. Novosad will begin taking a deep dive into the science curriculum.
vii. **A3 – Provide Support for the Advancement of Technology in DOV Schools**

1. This is still in the developmental stages/currently on hold due to financial constraints/consultations with the Office of Business and Finance.

V. **Committee Business:**

i. **L1 – Educate/Communicate the Governing Structure of the DOV**

1. The information was presented to the principals, faculty/staff, LSACs, and Presbyteral Council.
2. The OCS to follow up on this item. *Action Item*

ii. **L2 – Communicate and Give Feedback on the OCS SWP**

1. The current SWP will expire in E22
2. Need to get feedback from various groups (principal team, Presbyteral Council) to begin development of new SWP (E23 – E28)

iii. **L3 – Monitor the OCS Programs Annually**

1. Evaluation of the Superintendent: how can we optimize and simplify this process, and in what capacity shall DSAC be involved in this process? *Action Item* DSAC Leadership needs to look into this and report back for the Feb meeting. *(DSAC Leadership – President, Vice President, Superintendent, Executive Assistant)*
2. What is the process/procedure and time cycle on this? We have something from last evaluation; how can we edit (if necessary) and execute in the appropriate timeframe within the SY?
   a. *Action Item* DSAC Leadership to set up a Personnel and Governance (P&G) Committee meeting to discuss this process and how to make it effective/efficient; will report back to DSAC in 3Q E21 February meeting.
3. Mrs. Thomas would like feedback from Dr. Quary on how the process worked before.
   a. To whom was the evaluation sent? Did DSAC provide feedback?

iv. **L4 – Pursue the Expansion of the OCS**

1. The OCS has hired Mrs. Novosad to help with the advancement/marketing.

v. **Marketing: M1 and M2:**

1. The Marketing Committee will work on updating this section, by possibly simplifying the wording and taking a deeper look at what this section contains.
2. *Action Item* Marketing Committee to set a meeting to be held after Christmas break; the Marketing Committee includes Mr. Cavazos from STJHS, Lt. Buentello from NA, Mrs. Slatter from SCS; ex-officio members Mrs. Jones, DOV Director of Comms; and Mrs. Novosad from the OCS.
3. Mrs. Novosad informed the group that she has been working on the website and has significantly increased our Facebook presence over the last three months.
4. Mr. Schmidt mentioned that it makes sense to use the Marketing Committee to help increase the awareness and balance of the CS Endowments.
5. There has been correspondence between Mr. Schmidt and Mrs. Novosad with regards to Marketing items (M2) on page 6 of the SWP. Mrs. Novosad
COVID Impact on OCS Spring Events – Mrs. Novosad updated with group with the various events and how planning is taking place in the wake of COVID:

- **Distinguished Alumni Award Dinner (DAAD)**
  - To be held February 15 and planning is taking place as usual
  - The dinner will be held in the large room of the Cathedral Center which can host up to 600 people, so our event with ~100 people or less will have plenty of room to safely spread out;
  - Back Door Catering will have COVID procedures and protections in place when serving food;
  - We will make a final decision on this event mid-January.

- **Appreciation Luncheon for the Sisters**
  - Usually held the Monday of Spring Break; the event typically hosts 40-45 of our sisters who work in the Catholic schools;
  - Mrs. Novosad expressed her apprehension with holding this event but asked for suggestions from the group;
  - The convent here in Victoria is closed to visitors, and the sisters are strongly encouraged to stay home; Mrs. Salinas suggested we bring the sisters some sort of small gifts to show our appreciation. The OCS will definitely recognize them on Facebook (FB) during National Sisters’ Week.

- **Mother Elizabeth Ann Seton Awards (MESA)**
  - Usually held mid-to-late April in Shiner at the KC Hall with ~60 people in attendance;
  - Mr. Schmidt to explore our options around hosting the event in the larger (main) part of the hall. *Action Item*

- **8th Grade Bishop’s Awards**
  - Usually held late April at the Cathedral of Our Lady of Victory with ~500 people in attendance; there is no way to be safely socially distanced as the event stands now.
  - The group discussed various options: Can we livestream to the Cathedral Center? Can we have a morning and an evening event?
  - There is not a way to limit the numbers (will not turn away family members).
  - Many logistical details to be worked out for this particular event.

Between the Chancery Staff, Father Jacob, and the OCS, we will form an ad hoc committee to hammer out the details of these events and how COVID protocols will be followed. *Action Item*

Mrs. Novosad then shared some of the changes she has made to the website. Mr. Seger mentioned how having the COVID information on the website is a big help; he can refer people in his school community to the OCS website where all school plans are housed.

As the in-person group took their dinner break, Mr. Schmidt went through the OCS website’s DSAC portal and explained the various slides. There are updates to be made by the OCS to the DSAC documents on the website *Action Item*
Meeting continued with the SWP.

**vi. P1 – Provide Education to DSAC and Principal Team on Drivers Behind OCS/DOV Policies**

1. The OCS will color code the handbook to differentiate between what are DOV policies versus OCS policies. *Action Item*

**vii. P2a – OCS Policies Online** – Complete

**viii. P2b – Evaluate Efficacy of OCC Policies in Real World Application**

1. This will be added as an agenda item in an upcoming principals’ meeting.

**ix. P3 - OCS Policy Development and Implementation**

1. Dr. Quary and Mrs. Novosad to correct flowchart and send to Policy Committee for their approval; flowchart is created, but needs some revision *Action Item*

**x. F1 – Review OCS Budget**

1. This is taking place throughout the first two weeks of December; A Finance Committee meeting was held 11/24/2020, and the budget will be finalized on 12/09/2020.

**xi. F2 – Monitor OCS Endowment Funds Growth**

1. This falls under the Office of Business and Finance, so Mr. Martinez informed the group that he did look through meeting minutes and was able to gather more information about the DOVE. He will give more updates at the 3Q Meeting in February. *Action Item*

**xii. F3 - Promote a Minimum Teacher Pay Scale**

1. A minimum scale was determined with an ad hoc committee, and the schools were given seven years to meet the minimum standard.
2. Due to COVID, the minimum has been suspended for one year, so E22 would be the year for all of the schools to move closer to the minimum recommended scale.
3. At least half of the schools are above it, right in line, or just slightly below.

**xiii. F4 – Provide Support for Ordering School Material in Bulk** – Tony Martinez talked about the idea of ordering material in bulk to lower costs. Much discussion, but it was tabled to discuss at the tentatively scheduled June 6, 2021, workshop.

**Finance Update from Tony Martinez:** There was a Finance Meeting held on 11/24/2020. The 2020 and 2021 budgets were discussed. (Refer to Handout)

**VI. Communications**

   a. Report discussion centered mostly around COVID: number of cases in schools; Mr. Martinez discussed the PPP (100% of schools who have applied for forgiveness have received it)

b. Bishop’s Update – The Bishop was not present, but Mrs. Novosad mentioned the *Tolton: Slave to Priest* one-act play that will be travelling through the Diocese of
Victoria: Our Lady of Victory, Our Lady of the Gulf, St. Philip’s School in El Campo, and at Sacred Heart Catholic School in Hallettsville.

VI. **Future Business**
   a. Mrs. Novosad brought up the Action Items List for the group to see, but it is a work in progress and will be sent out again with the meeting minutes.
   b. Dr. Quary reminded the group that the OCS will celebrate the 25th-year anniversary of its founding in July 2021.
   c. The new DSAC members introduced themselves: Lt. Ralph Buentello, NA; Mr. Michael Seger, SRS; Father Jacob Koether, OLS; Mrs. Ann Slatter, SCS, Mr. David Schmidt, SCS; Mrs. Virginia Hromadka, SMSW; Mrs. Roshanda Thomas, OLG; Mr. Sean Mooney, Principal at SJS; Mr. Justin Matias, Principal at OLV

VII. **Adjournment at 8:20 p.m.**
   a. Closing Prayer
   b. Next meeting will be February 22, 2021, at 6 p.m. at the Chancery.

Respectfully submitted,

__________________________
Dr. John E. Quary, Superintendent

Approved:

__________________________
David Schmidt, DSAC President
SUPERINTENDENT’S REPORT
September 21 & November 30, 2020

DUE TO COVID-19 PANDEMIC, SUMMER STRATEGIC PLANNING MEETING AND 1Q DSAC MEETING CANCELLED

Since many of our schools were reeling from the effects of the COVID-19 pandemic, it was determined that both our summer strategic planning and 1st quarter DSAC meetings should be cancelled. Therefore, neither the strategic planning meeting in the summer nor the first quarter regular DSAC meeting was held. Consequently, the Superintendent’s Report was delayed and combined with the 2nd quarter meeting; it is contained herein.

MOST OF OUR SCHOOLS WITHIN THE DIOCESE OPENED WITH IN-PERSON LEARNING IN MID-AUGUST

Over the past few months, our Catholic Schools have re-opened their doors to anxious students and, for the most part, relieved and appreciative parents who were extremely “ready” for their youngsters to return to our campuses. Campuses varied, however, with their return to school and options offered:

- St. Joseph HS was the only campus to offer only remote learning until September 8th (when they returned to in-person learning format).
- On Monday, August 24, the two largest schools of OLV and NA reconvened with an in-person format and remote option for parents to consider.

ENROLLMENT NUMBERS DOWN

Enrollment for the first few months has produced a 6.3% decline. Here is the official enrollment figures for our schools: 2,585 (last year’s enrollment was 2,759) which is a loss of 174 students and reflects a 6.3% loss of enrollment. Should a viable vaccine be available in the coming school year, our hope is to regain the lost students over the past year. However, at that time, we will be faced with a question of requiring the vaccine for registration. TCCB-ED has not yet made any decision surrounding this controversial issue. For your information, here is the official enrollment breakdown as of September 15th:

<table>
<thead>
<tr>
<th>School</th>
<th>SY 19-20 Official Enrollment</th>
<th>SY 20-21 Official Enrollment</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Holy Cross, Bay City</td>
<td>51</td>
<td>55</td>
<td>+4</td>
</tr>
<tr>
<td>Nazareth Academy, Victoria</td>
<td>329</td>
<td>301</td>
<td>-28</td>
</tr>
<tr>
<td>Our Lady of the Gulf, Port Lavaca</td>
<td>132</td>
<td>123</td>
<td>-9</td>
</tr>
<tr>
<td>Our Lady of Victory, Victoria</td>
<td>466</td>
<td>451</td>
<td>-15</td>
</tr>
<tr>
<td>Sacred Heart, Hallettsville</td>
<td>262</td>
<td>262</td>
<td>No change</td>
</tr>
<tr>
<td>St. Anthony, Columbus</td>
<td>213</td>
<td>190</td>
<td>-23</td>
</tr>
<tr>
<td>St. Joseph HS, Victoria</td>
<td>304</td>
<td>278</td>
<td>-26</td>
</tr>
<tr>
<td>St. Joseph School, Yoakum</td>
<td>94</td>
<td>97</td>
<td>+3</td>
</tr>
<tr>
<td>St. Michael, Cuero</td>
<td>81</td>
<td>75</td>
<td>-6</td>
</tr>
<tr>
<td>St. Michael, Weimar</td>
<td>91</td>
<td>92</td>
<td>+1</td>
</tr>
<tr>
<td>St. Philip, El Campo</td>
<td>267</td>
<td>248</td>
<td>-19</td>
</tr>
<tr>
<td>St. Rose, Schulenburg</td>
<td>166</td>
<td>140</td>
<td>-26</td>
</tr>
<tr>
<td>Shiner Catholic, Shiner</td>
<td>303</td>
<td>273</td>
<td>-30</td>
</tr>
<tr>
<td>TOTAL for Diocese</td>
<td>2759</td>
<td>2585</td>
<td>-174</td>
</tr>
</tbody>
</table>
COVID-19 CASES STEADILY GROWING ON OUR CAMPUSES

Initially, during our first quarter of school, very few cases were being discovered on our campuses throughout the diocese. However, the totals began to increase in October. Here’s a simple overview of the case count history, which includes a majority of students and some staff members:

<table>
<thead>
<tr>
<th>End of Month</th>
<th>Monthly Case Total</th>
<th>Overall Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>September</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>October</td>
<td>35</td>
<td>37</td>
</tr>
<tr>
<td>November *</td>
<td>38</td>
<td>75**</td>
</tr>
</tbody>
</table>

*As of 11/30/20; **Recovered – about 73%; with approximately 27% active cases.

COVID-19 IMPACTS DIOCESAN EVENTS

- The Annual Catholic School Seminar (CSS) was cancelled entirely, and an asynchronous short video was sent to our schools to be shared. Our hope is to move forward with the next CSS for 2021 (tentatively 08/06/21).
- The TIPS (new teacher workshop) was moved to an asynchronous format, too.
- Learn & Lunch with the Bishop for 3rd graders was cancelled and changed to a different format, whereby Bishop Cahill spent targeted time with each 3rd grade class during his annual school visits.
- The Local School Advisory Council (LSAC) annual workshop was also cancelled.
- The New SAC president workshop was rescheduled to September 24.
- The first quarter DSAC meeting scheduled for Monday, September 21, was also cancelled.
- According to the TCCB-AC (Accreditation Commission), the accreditation visits that were scheduled for this SY20-21 were also cancelled.
- The standardized testing that usually takes place in the fall has been moved to the spring, tentatively in April 2021. The results will be shared with the campuses and school families in late May. It is our hope to determine whether the fall testing will return, based on COVID-19 spread.
- Deliberations are being made at present regarding the upcoming events for spring 2021:
  - Distinguished Alumni Award Dinner – slated for Monday, February 15
  - Thank-You Luncheon for Sisters – slated for Monday, March 15
  - Mother Elizabeth Seton Awards – slated for Thursday, April 15 (probably will be cancelled)
  - Bishop’s 8th Grade Religion Awards – slated for Thursday, April 29
  - Science Textbook adoption for SY21-22 will most likely be postponed.

NCEA CELEBRATES THE APPOINTMENT OF ARCHBISHOP WILTON DANIEL GREGORY TO CARDINAL

Archbishop Gregory was past chair of the NCEA(National Catholic Educational Association) Board of Directors.

The National Catholic Educational Association (NCEA) congratulates Archbishop Wilton Daniel Gregory upon his appointment by Pope Francis on October 25 to be raised to the status of cardinal. The consistory took place on November 28, 2020. Archbishop Gregory is among 13 new cardinals and the first African-American cardinal.
Archbishop Gregory is the Archbishop of Washington, which includes the District of Columbia and the Maryland counties of Calvert, Charles, Montgomery, Prince George's and Saint Mary's. He was the Archbishop of Atlanta, 2005 to 2019; the Bishop of Belleville, IL, 1994 to 2004; and Auxiliary Bishop of Chicago, 1983 to 1994. Archbishop Gregory also was president of the United States Conference of Catholic Bishops (USCCB) from 2001 to 2004 and was chair of the NCEA Board of Directors from 2007 to 2013.

As an 11-year-old boy in 1958, Archbishop Gregory attended St. Carthage Grammar School in Chicago. The story told is that he decided to become a priest before he converted to Catholicism in 1959. He was ordained in the Archdiocese of Chicago in 1973.

**Source:**

---

**Standardized Testing Moves to Spring, Due to COVID-19**

COVID-19 Cases Impact Our Campuses

As you may have heard from your students, the annual fall standardized testing was postponed to the spring to allow for more students to be prepared for both virtual and in-person formats. It has been re-scheduled for April 2021, barring any other unforeseen circumstances.

**Rescheduled Visits for These Schools**

The accreditation visits THAT WERE to take place in the fall of 2020 (St. Anthony & St. Philip) and the spring of 2021 (St. Rose) HAVE BEEN CANCELLED. Teams will STILL be formed in the coming spring semester to ensure that members are duly trained and eligible for service. New visiting dates will be forthcoming. A new accreditation team training will be scheduled for spring 2021, though it may be a virtual or hybrid format.

**New Executive Assistant Joins Office of Catholic Schools**

Ashley Novosad, the new Executive Assistant to the Superintendent, recently completed her 90-day probation period in the OCS. Mrs. Novosad has adapted quickly and has made a favorable impression with co-workers and campus personnel. As was previously shared, Janie Carrales, the previous administrative assistant retired in late August. We appreciate the 13 years of service that Janie has offered to the OCS and the diocese. She is enjoying her retirement phase.

**Raptor Visitor Management System Finally Installed**

After a slow start last school year and the unanticipated COVID pandemic, the Raptor system has been completely installed in each of our schools. A few schools are having some technical issues, but the help desk for Raptor Technology has been useful. The invoice for half of the schools was sent out recently for the past school year, and the other schools will receive an invoice for this school year in the summer of 2021. The average cost of license renewal is approximately $550.

**PPP Forgiveness of Loans Touted as Good News**

For several of our schools, the notices of “loan forgiveness” for the Paycheck Protection Program have begun to trickle in to the school administrations or the Chancery CFO, Tony Martinez. Tony provided expert assistance to our campuses in both completing the applications, fielding the
questions, and doing the required follow-up to ensure receipt of the much-needed loan forgiveness.

**RECENT/FUTURE WORKSHOPS AND IN-SERVICES**
- Annual Secretary Workshop – Monday, July 27, 2020 – held virtually due to COVID
- Monthly principal meetings, due to COVID, were held weekly beginning in April and ran through mid-August.
- For many of the other events, see **COVID-19 IMPACTS DIOCESAN EVENTS** above.
- Discover Catholic Schools Week 2020 – See banner below

**UPCOMING IMPORTANT REMINDERS**
- Annual Advent Retreat for Chancery Staff – December 1st — Spiritual Renewal Center
- Monthly Principal Meeting—December 9th—OCS
- Annual Principal Evaluation surveys mailed – Week ending December 11th
- Christmas holidays for schools generally begins week of December 21st
- Schools return to school week of January 4th, 2021
- Catholic Schools Week (CSW) 2021 – see banner below

**REMAINING DSAC MEETING DATES FOR 2020-2021**
- February 22, 2021
- April 26, 2021
- Strategic Planning in Summer 2021 (tentative)

---

**DISCOVER CATHOLIC SCHOOLS WEEK 2020**
November 8 - 14  #CSW21

---

**CELEBRATE CATHOLIC SCHOOLS WEEK 2021**
January 31 - February 6  #CSW21