



September School Advisory Council Meeting Minutes

2016-2017

Tuesday, September 13th, 2016

Spirit Center Conference Room 6:45pm

Mission Statement

Annunciation School is a Catholic parish School. We are a united and caring community of students, staff and parents committed to learning based on Christian values within our rich Catholic heritage. We provide our students with an outstanding religious and academic education, addressing the needs of the whole child.

Present: **Council Members:** Becky Studt, David Gartner, Mike Lori, Wendy Bagley, Greg Heymans, Alison Golla, Allison O'Brien, Laura Vonhof, Lori Huber, Steve Peterson, Adrian Woodward, Dave Rutt
Principal: Jennifer Cassidy, **Pastor:** Father Brian Park **and APO Liaisons:** Sara Nuahn and Christy McFadden

Absent: Tom Konz

I. Call to Order

- i. Opening Prayer – Fr. Park
- ii. Approval of Agenda – Becky Studt and Steve Peterson
- iii. Approval of April Minutes – Becky Studt and Steve Peterson

II. Open Public Forum

- i. Parents may bring forth concerns. Concerns will be taken into consideration and deferred to the appropriate administrator or board member for possible resolution at a later date. Personnel issues are not considered; they are handled by the principal.

III. Old Business

- i. 2016-2017 Officer Elections: Nominated and approved. Chair – Mike Lori, Vice Chair – Steve Peterson and Secretary – Becky Studt

IV. New Business

- i. Committee Goals – 2 by October meeting
- ii. Bylaw/Constitution Ratification – October meeting
- iii. Septemberfest table coverage for Saturday and Sunday
- iv. Septemberfest basket being created by Alison Golla and Laura Vonhof, please donate
- v. Donut Sunday is Oct. 2nd – Steve Peterson will send email to coordinate coverage

V. General Reports

- i. Pastor-Father Park – Encouraged about increased enrollment for this school year. Budgeted for 358 and we have 374 plus a couple recent applications. Revamping Parish Council to more of an Annunciation Leadership Team with a variety of people taking part to discuss Father's vision for the parish. Will meet about 5 times/year. Continued conversations about in/out of parish tuition...something to think about.
- ii. Principal-Jennifer Cassidy – Reviewed summary of strategic plan for accreditation through MNSAA. We are in 3rd year of 7-year plan. Yearly reports on tasks and how we are doing. A few topics that are part of the plan are: campus environment – teaching learning etc., Visibility/accessibility – scholarships, tuition, current programming – parish/school engagement, student learning and faculty effectiveness – support system. Ongoing professional growth for faculty, competitive pay/benefits. Revisions/timeline adjustments for this year are due in Dec. Some of the focus goals are: year 2 of IB, reading and language arts, new math curriculum, creating a positive school climate, technology, MAP Testing.
- iii. Development Director –Tom Konz – Absent
- iv. APO – Christy McFadden and Sara Nuahn – Revitalizing Box Tops program, APEX Fun Run on Oct. 19th. Kicks off on Oct. 10th. Need volunteers throughout the week. Looking for volunteer help for things like school Nurse, Tool Box(school supplies) Coordinator etc..

VI. Committee Reports-All committees must have 1 goal for the year

- i. Advancement – Wendy Bagley: No update
- ii. Long Range Planning – Jennifer Cassidy: No update
- iii. Policy – Allison O'Brien chairing this committee. Bylaws and Constitution were redone last year but have a few minor changes to be made. If you have any questions about updated bylaws and constitution, please ask Allison at Oct. meeting.
- iv. Preschool Ad Hoc – Jennifer Cassidy: No update
- v. Budget – Dave Rutt: Working with Jim to get financials together. Talk budget assumptions and go through everything line by line. Also working with Parish Finance Council. Will have more as we move forward.
- vi. Facility – Steve Peterson: Gym, playground and auditorium all look great.
- vii. Marketing – Becky Studt: Septemberfest SAC table. Need a few more volunteers. Preview Night Nov. 10th. Start planning for that event.
- viii. Nominating – Becky Studt: will send list of potential members to 2nd year group for them to discuss.
- ix. Technology – David Gartner: Working on rolling out Schoology. Phone upgrades or changing inbound phone system. USI cable is delayed so that is out about a year. Middle School 1-1 technology program – pros and cons of something like this. How will it impact tuition, tech fees etc..
- x. Middle School Ad Hoc – Lori Huber: No report

Adjournment – Steve Peterson and Dave Rutt