



**Agenda: August 2022 Annunciation School Advisory Council**  
**Date: Tuesday, August 9, 2022 Time: 6:30p.m.**  
**Location: In Person Meeting (church basement)**  
 Meeting Attendees (P = Present A= Absent)

P	Ronna Baca – Chair
P	Laura Eiden – Vice Chair
P	Kendric Olson – Secretary
P	Father Bill Deziel – Pastor
P	Kari Zobel – Principal
P	Christy McFadden – Enrollment/Health
P	Tara Keegan – Council
P	Amy Smith – Council
P	Duane Passa – Council
P	Matt Meyer – Council
P	Katie Rye – Council
P	Megan Scherf – Council
P	Karne Newburn – Council
A	Dan Brady – Council
P	Kay Cameron – Council

Prayer for Annunciation Catholic School

Heavenly Father, we praise you for the gift of Annunciation Catholic School and we ask blessings upon our students, parents, teachers, and staff. May Annunciation always be a place where your Son, our Savior Jesus Christ, is welcomed, loved and adored. Pour out the Holy Spirit on our students, so they may grow in faith, wisdom, and service. Give us the courage to be joyful witnesses of the Gospel and may our joy attract many, filling the school to capacity. Help us to be like our great patroness, Mary the Mother of God, who always said “Yes” to your holy will. We ask this through Christ our Lord. Amen.

**I. Call to Order 6:30 pm** Opening Prayer (Prin. Zobel notes the prayer is prayed schoolwide everyday)

- Approval of Agenda: VC Eiden moved, Keegan seconded – Approved
- Approval of May 2022 Minutes: Eiden moved, Keegan seconded – Approved

**II. Open Public Forum 6:35 pm**

- Also present: Teresa Thein, Annunciation’s new business administrator. See below for further discussion.
- ASC email and/or in person parent comments/concerns
  - [ASC@annunciationmsp.org](mailto:ASC@annunciationmsp.org)
  - Email submissions will be monitored by Chair Baca.
  - Discussion about general awareness of email address for submission of concerns, possible inclusion in other email blasts.

**III. New Business 6:40pm**

- Welcome to our new ASC members and short introductions (name tags)
- ASC Overview, timeline and bylaws.
  - United, caring, and committed to each other and the community
  - Need to re-visit the 2017 bylaws/2021 proposed bylaws

**IV. Old Business 6:54 pm**

- Survey overview communicated to parents in paperwork packet - comments/questions
  - Passa provided brief background and review of results.
  - Desire to have survey conducted annually; need to bring on person to assist and then take charge of survey in the following year.
  - Prin. Zobel would like to see the survey done in the spring prior to the end of the school year.

## V. General Reports 7:06 pm

- Principal's Report: No comments.
- Church Updates – Teresa Thein presented.
  - Ms. Thein discussed emphasis on making Annunciation a home for parish families and closing the metaphorical gap between the church and school. A nursery during Mass is planned for the 9:30am Mass on Sundays in the future.
- APO updates – No written update provided prior to meeting.
  - Email to ASC during meeting emphasized the open APO positions and volunteer opportunities; still tracking volunteer hours.
- Enrollment and COVID updates
  - Still accepting applications for enrollment; waitlist for 2<sup>nd</sup>, 4<sup>th</sup>, and 6<sup>th</sup> grades.
  - Enrollment numbers are up since March; retention is the key.
  - Pre-K enrollment numbers are down, attributed to poor timing of LADC break up/reconciliation when parents were looking for childcare for upcoming year.
  - Discussion of COVID policies, quarantine, medical guideline.
  - Discussion of First Day of School Coffee event.
- Priest Report – no advance report.
  - Separate school Masses on Wednesday for older and younger students, works well for delivering age-appropriate messages. Plan for once a month all school Mass.
  - Looking for Altar Servers (5<sup>th</sup> grade and above). New point system implemented for tuition credits at certain high schools. (More information in Fr. Deziel's email.)

## VI. Committee Updates 7:45 pm

[Committee overview/duties and members](#): Seeking committee members from ASC membership, please see list of committees and their work and [reach out to Ronna Baca with top three choices](#).

- Facility/Campus Environment & Security - discussion on “no parents in the building” in parent communication
  - Prin. Zobel emphasized her desire to have parents volunteer (VIRTUS required) in the building; building independence of young students; and teachers' assessments of students without parents present. Prin. Zobel also noted that she contacted five other schools that are handling parents in the building in a similar way.
  - Discussion on appropriateness of having parents in the building at drop off; always allowed versus allowed first week of school and on special occasions versus not allowed in the building. Older students don't want accompaniment, not an issue there. Sense of community to be free to be in the building, see kids and talk to parents. Other ASC members know of other schools where parents are not prohibited from the building. Perhaps more emphasis on volunteer opportunities to increase interaction.
  - ASC members see both sides of discussion; Prin. Zobel will send additional communication reflecting comments.
  - There was also discussion of the status of the Capital Campaign that was started under Fr. Park. Fr. Deziel notes there are four different sets of plans, but the transition of priests and covid halted further work. It is hoped that finding volunteers and re-visiting the topic can occur soon.
  - There was also discussion of the separation of the Technology Committee from the Facility/Campus Environment & Security Committee as it is large enough to have its own committee work and the skill sets may not overlap.

- Finance Committee: no specific discussion.
- Policy Committee: There was a brief discussion of the contemplated Library Policy drafted by our current librarian, detailing a procedure for discussing issues with library materials.
- Marketing/Events & Enrollment: no specific discussion.
- Strategic Long-Term Planning: no specific discussion.
- Belonging/Diversity & Inclusion Committee: discussion of goals, resources, and desire to have reflection of our values in everything we do.

**VII. Adjourn 8:15 pm:** Moved by Sec. Olson, seconded by Eiden. Adjourned.