

Meeting Attendees (P = Present; PZ = Present via Zoom; A= Absent)

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

- Approval of Agenda – Moved by Baca, Seconded by Eiden – Approved.
- Approval of January 2023 Minutes – Moved by Baca, Seconded by Brady – Approved.

II. Open Public Forum 6:35

- ASC email and/or in person parent comments/concerns.
 - Parent email to ASC@AnnunciationMSP.org about the drop-off policy. Discussion of origin of “no parents will be allowed in the building” at drop-off and pick-up policy; discussion of administration and staff safety concerns, community concerns, possible use of visitor badges at drop-off and pick-up, policy in comparison to peers (Carondolet, OLG, OLP, Nativity Bloomington, Blessed Trinity – none of whom have a similar policy), and an overall desire for greater feedback on the issue via the upcoming community survey.
 - Brief notation that online resources (Parent and Student Handbook; Middle School Handbook; and Safe Opening Commitment & Acknowledgement) are from the 2021-22 school year and the website should be updated.

III. New Business 6:50 pm

- DWAS fundraising transparency: discussion of need for transparency with fundraising efforts so that parishioners and non-parishioners understand how the funds will be used. Over \$100,000 was raised – Great Job to Dan, Tara and all dancers!!. The money generated at DWAS will be deposited into the general operating account for the school. Some of the money was generated through corporate matches that may be a bit slower to deposit. Brief discussion about timing of earmarking portions of fundraisers for certain projects in the future; how allocations can be made for fundraisers (facilities, Fund A Need, etc.).

- 2022 Catholic Schools report from the Office for the Mission of Catholic Education
 - Archdiocesan report compiles data for 91 preschool-12 schools in the diocese. Discussion of enrollment, enrollment trends over the past three years, and tuition. Notation that we should keep this information in mind when discussing tuition recommendations (average tuition across archdiocese, in-parish vs. out of parish tuition rates and multi-child discounts) to the parish finance committee.
- Draft calendar for next year. Review of calendar draft by Prin. Zobel, discussion of scheduling challenges for working parents re: parent/teacher conferences, half days and the number of non-standard (less than 5 days/week) school weeks.

IV. Old Business 7:10 pm

- Survey timeline and procedure. Discussion of timing of survey, closure of survey, and presentation of data to ASC for review. February 27-April 1, 2023 is eyed as survey window. Notice will run in the Weekender. ASC meeting on April 11, 2023. Prin. Zobel to send out survey results in Weekender newsletter before the end of the school year.
- Tuition change protocol. Discussion of approved ASC tuition recommendations to parish finance committee and how those recommendations were exceeded and tuition communications went out to the community without ASC being informed that the tuition increase would be higher than ASC approved for recommendation. Business office, principal, and Father Deziel all agree that going forward any tuition change after the ASC recommendation should be communicated to ASC before it goes out to parents. Further discussion occurred regarding the makeup of the parish finance committee and the need for greater input from school parents.
- Future meeting dates: March 14, April 11, May 9 and June 13.

V. General Reports 7:20 pm

- Principal's Report – Discussion of DWAS success, Synod Evangelization with scholar Jeff Cavins (who designed the Bible in a Year curriculum), MAP testing timelines, and the upcoming kindness retreat with Joe Beckman in April for the 4-8th graders.
- Church Updates – Discussion of launch of Ministry Scheduler Pro in late February and the newly available use of the church library for families with young children needing a break.
- APO updates – Discussion of fundraising events' success, targets of future allocations, and teacher feedback from past projects. Discussion of having new photographs for the upcoming auction event so that participants can see the fruits of their past giving.
- Enrollment and Health Office updates – Enrollment for 2023-24 is currently at 360 students. Pre-k is at 90% capacity, but kindergarten enrollment needs a boost. Marketing efforts (SW Connector and Twin Cities Moms group) will continue. MPLS public school notices go out in April; could see kids shift around once those notices come out.
 - Teddy Bear Picnic with "Uncle Dave" and the Parent Appreciation donuts and coffee events were well received. PreK-1 grade event in planning for March 16. Middle school Info Night planned for March 28.

VI. Committee Updates 7:40 [Committee overview/duties and members](#)

- Facility/Campus Environment & Security: Parish facilities meeting; ASC committee will meet and update.
- Finance Committee: Parish finance committee meets February 21st, ASC committee will have more to update after.
- Policy Committee: Discussion of attendance policy meeting; working through prescriptiveness and expectations, homework requirements.
- Marketing/Events & Enrollment: Discussed above.
- Strategic Long Term Planning: Survey to be open February 27-April 1.

VII. Adjourn 8:00 pm – Moved by Smith, Seconded by Brady. Adjourned. **Next meeting: March 14.**