



Agenda: August 2024 Annunciation School Advisory Council
Date: Tuesday, August 13, 2024 Time: 6:30 p.m.
Location: In-Person Meeting (Spirit Center)

Meeting Attendees (P = Present A= Absent)

P	Meggie Meyer - Chair	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 that 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.
P	Dan Brady- Vice Chair	
	OPEN - Secretary	
P	Father Bob Hart – Pastor	
P	Christine Spevacek - Interim Principal	
P	Matt DeBoer- Assistant Principal	
P	Christy McFadden- Enrollment/Health	
P	Katie Rye - Council	
P	Megan Scherf - Council	
P	Kay Cameron - Council	
P	Kris Kelly - Council	
P	Molly Stommes - Council	
A	Caitlin Lang- Council	
P	Mallory O'Brien- Council	
P	Nolan Hietpas- Council	
P	Karl Wolf- Council	

I. Call to Order 6:30 pm Opening Prayer

- Approval of Agenda - Moved by Meyer; Seconded by Kelly; no objections: **Approved.**
- Approval of May 2024 Minutes - Moved by Meyer; Seconded by Cameron; no objections: **Approved.**

II. Open Public Forum 6:35 pm

- ASC email and/or in-person parent comments/concerns *No Reports*

III. New Business 6:40 pm

- Welcome to our new ASC members and short introductions
 - Brief discussion about school capacity and goals for attendance
- ASC Overview, Year at a Glance, Constitution and Bylaws
 - Briefly addressed purpose and the stated intent of council
- Priorities:
 - **Secretary – will solicit nominations from current council members via email to replace Karne Newburne; Vote to be via email, too; Will also need to solicit a new ASC member to complete remaining year of Karne's term.**
 - **Bylaw review**
 - **New branding** – Plan to review mission/vision this year but hold on any re-branding until the following year (2025-26) given competing priorities and the need to discuss/evaluate further.

IV. Old Business 7:20 pm

- Follow up on Kindergarten first day/week drop off

- Planning to create a badge/identifier to allow kindergarten parents to walk children into the classroom; Definitely day 1 – possibly throughout the week
- Will have tents, music, etc. on Day 1 to celebrate and welcome students; may request ASC presence.

V. General Reports 7:25 pm

- Principal's Report – Detailed updates on Centennial Fund projects; a lot of progress made and being communicated to community; Using initial project costs to project future costs and gauge feasibility of further updates.
 - Free Lunch Program: Some complications regarding free/reduced data collection but nothing expected to disrupt rollout; Pre-ordering is essential, and children will need to take what they order since reimbursement depends on meals actually taken.
 - CKC will offer 'tastings' on back-to-school night. Discussed possibility of a share table for unwanted items once program is initiated and state determines compliance.
- Church Updates – Briefly discussed new trustee – approved, not yet named
- APO updates – Megan Scherf reported that APO has two new co-president and meetings are changing to bi-monthly; Still looking for a coordinator for Dine Out fundraisers.
- Enrollment and Health updates - Enrollment remains strong with continued interest in tours, transfers; some grades near cap.

VI. Committee Updates 7:45 pm

[Committee overview/duties and members](#)

- Discussed committee tasks and expectations; **Members should consider which committee(s) they would like to join and be prepared to commit at the next meeting.**
- Committee overview & Skills/backgrounds to capture ASC diversity of thought
 - Facility/Campus Environment & Security
 - Finance Committee
 - Policy Committee
 - Marketing/Events & Enrollment
 - Christy McFadden and Katie Rye reported that 1st friends have been assigned with a mixer planned for some time around Septemberfest. Will be restarting Thursday drop-in tours and Trunk-or-treat is scheduled.
 - Strategic Long Term Planning
 - May consider soliciting voluntary bio-sheets from parents to obtain information related to affiliations, representation and professional backgrounds, skills, business ownership, etc. This could be helpful in describing the make up of the school community to prospective families as well as connecting school leadership to resources within the current community.

VII. Adjourn 7:55 pm - Moved by Meyer; Seconded by Kelly; no objections: **Approved.**