

Meeting Attendees (P = Present A= Absent)

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| x x x | Meggie Meyer - Chair Dan Brady- Vice Chair Molly Stommes- Secretary | 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. |
| x x x | Father Bob Hart – Pastor Christine Spevacekl - Interim Principal Matt DeBoer- Assistant Principal ChristyMcFadden-Enrollment/Health | |
| X X X X X X X x | Katie Rye - Council Megan Scherf - Council Kay Cameron - Council Kris Kelly - Council Madelene White - Council Caitlin Lang- Council Mallory O’Brien- Council Nolan Hietpas- Council Karl Wolf- Council | |

I. Call to Order 6:30 pm Opening Prayer

- Approval of September Agenda – Meggie moved/Dan seconded
- Approval of August 2024 Minutes – Meggie moved/Megan seconded

II. Open Public Forum

- ASC email and/or in-person parent comments/concerns – no issues raised

III. New Business

- No new business identified

IV. Old Business

- Secretary Molly and New ASC Council Member
- Committee Assignments
- Committee Expectations – Finance committee meets 4th Tuesday of every month

V. General Reports

- Principal’s Report

Discussed recent security issues – transient person on property and stolen e-bike. No threat to students and law enforcement was notified

- Theft was caught on camera – early detection due to disruption to carpool procedures – bike was recovered from Facebook Marketplace
- Reminder to remain vigilant during Septemberfest

School lunch program is off to a strong start – MN Dept. of Education will be evaluating our process on September 17

Continue to work on matching the number of lunches taken with reimbursement amount

- Hearing generally positive feedback on process and on lunch quality
- Not all meals ordered are being taken, which reduced the rate of reimbursement
 - 91 missed breakfast meals and 71 missed lunch meals over 10 days; Discrepancy between ordered and taken meals: \$204 loss on breakfasts, \$319 loss on lunches over 10 days
- Piloting a one-option lunch for October to make ordering easier and streamline process.

Continuing to improve Spirit Weekly – discussed ideas for improvement and streamlining content (e.g., table of contents, audience segmentation, etc.)

- Church Updates
 - Jennifer Campbell is the parish's new trustee
 - Push for volunteers planned for weekend of October 19-20
 - A new development director has been hired and will start soon. She has extensive experience, including **10+** years at Visitation and most recently at Lake Country School – responsibilities will span both the parish and the school.
 - Music liturgy collection raised approximately \$5k, which will see a 100% match from a donor
- APO updates – No updates
- Enrollment and Health updates
 - Drop-in tours will begin again after Septemberfest
 - Saturday morning open houses will restart – this timing seems to work better for some families and there are often activities at the school so prospective families can get a better feel for the atmosphere.
 - 1st Friends mixer will take place during Septemberfest this year and each pre-K family will get a voucher to visit the llamas.
 - Applications for next year will open on November 1 and we are still accepting pre-K students.
 - Whooping cough present in multiple grades - also prevalent in other areas schools. Students must stay home for 5 days during treatment. School following mandatory reporting procedures and communicating with health department

VI. Committee Updates

[Committee overview/duties and members](#)

- Committee overview & Skills/backgrounds to capture ASC diversity of thought – Committee assignments complete – most members got their first choice of committee
 1. Facility/Campus Environment & Security Gaps in sidewalks to be fixed before Septemberfest to address liability concerns
 2. Finance Committee
 3. Policy Committee
 4. Marketing/Events & Enrollment
 5. Strategic Long-Term Planning – Christine suggested administration may be looking for some support from this committee with respect to accreditation. Specifically, sticking with the current accreditation organization or moving just to an Archdiocese accreditation as some schools have done. Discussion and decision to come later in the year but this topic seems like a good fit for the committee.
- Year at a Glance

Brief discussion of things the committees have worked on in the past couple of years, time of the year when some may be busier than others (e.g., budgeting and tuition, survey), expectations for meeting cadence and variability in engagement. Also addressed the advisory nature of ASC (vs. decision-making) and flexibility in addressing issues that arise as needed. Open to conducting business via email when reasonable just to accommodate schedules while meeting commitments.

VII. Adjourn 7:15 pm – Meggie moved/Megan seconded