

Agenda: October 2024 Annunciation School Advisory Council Date: Tuesday, October 8, 2024 Time: 6:30 p.m. Location: In-Person Meeting (Spirit Center)

Meeting Attendees (P = Present A= Absent)

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.
X X X X	Christine Spevacek - Interim Principal Matt DeBoer- Assistant Principal	
X X X X X X X X X	Katie Rye - Council Megan Scherf - Council Kay Cameron - Council Kris Kelly - Council Madalene Nelson - Council Caitlin Lang- Council Mallory O'Brien- Council Nolan Hietpas- Council Karl Wolf- Council	
		We ask this through Christ our Lord. Amen.

I. Call to Order 6:30 pm Opening Prayer

- Approval of October 2024 Agenda- Moved by Meyer, second by Cameron, approved.
- Approval of September 2024 Minutes Moved by Meyer, second by O'Brien, approved.

II. Open Public Forum 6:35 pm

• ASC email and/or in-person parent comments/concerns - None

III. New Business 6:50 pm

- Fund A Need (Auction- please refer to Principal's Report)
- Tuition (November timeframe)

IV. Old Business 6:55 pm

 Dominican Award- Working with the new Development Director to identify and obtain nominations. May need to update ASC Bylaws

V. General Reports 7:00 pm

- Principal's Report *Please read in advance*
 - Free School Meals for Kids MDE visit on 9/17/24 was successful. Short list of action items to complete, have 60 days to file for reimbursement. Requesting volunteers in The Spirit Weekly to help with monitoring. Temporary part-time lunchroom/classroom support role posted 10/8/24.
 - Table of contents added to The Spirit Weekly
 - Parking lot striping has begun, small error will be corrected within the week.
 - Principal search process has begun with Gayle Stoffel from Archdiocesan Office of Education. Search committee to be formed.
 - Mrs. Spevacek's due date is 10/30/24. Plan in place to support the school.
 - Feedback needed from ASC regarding Auction Fund-A-Need.
 - School Bathroom Renovation Starting with first floor, estimate \$15-20k for this bathroom. There are about 10 high-use bathrooms that could use updating.
 - Teaching the Whole Child with a focus on updating classroom technology, particularly boards. Update the Technology Lab space to create STEM Lab space, additional resources for classrooms to support inquiry-based learning
 - Awning outside foyer- Large canopy archway, would provide shade and increase

welcoming aesthetic. Cost is unknown at this time

- Discussion regarding what, if any, funds are left from the Centennial Fund- Money earmarked for scholarship, outdoor updates/concrete (combination of Centennial and Auction), windows, security (contract just finalized- all cameras to be updated, door sensors, updating fire system), signage.
- 2024 Fund-A-Need total raised was larger due to \$100k match
- Uniform policy
 - Regarding leggings/pants required after MEA break- Floated change to November 1st.
- Tuition- Mrs Spevacek solicited thoughts regarding moving to a one tuition model, no difference for parishioners vs non-parishioners. Moved supported by Archdiocese and CSCOE, other local diocesan schools like OLG have made this move. Consider need for salary increases. Salaries take up about 66% of budget. Cost of living increase is typically 3%.
 - Move to the one rate typically takes place over several years
 - Data not available at time of meeting regarding percentage of parishioners vs non-parishioners
- Church Updates
 - New Development Director: Sharon Hentges Farraro
 - Catholic Community Foundation feature on alumna, Patty Roach, class of 1972
 - Father Kevin Kenney, 2024 Dominican award recipient, has been named Bishop Elect.
- APO updates
 - Mini grant #4 to Lizzie Noel (Spanish) for TalkAbroad (\$375)
 - Sponsored kickball event at Septemberfest, fundraising numbers are not yet available.
 - Evereve event had large turnout on 10/3/24, final numbers not yet available.
 - Upcoming fundraisers: Eileen's Colossal Cookie Dough fundraiser and Winter Greens & Poinsettia Fundraiser.
- Enrollment and Health updates
 - Drop in tours started 10/3/24, will continue through December
 - CSCOE \$4500 grant for marketing/signage/ads
 - Spots available at LADC Discovery/Kinderstart, advertising continues with LADC
 - First Saturday Open House on Saturday, Nov 16th
 - Septemberfest: First Friends mixer went well. 38 llama vouchers collected.
 - Trunk or Treat 10/26/24- Need families to host trunks
 - Santa event 12/5/24
 - Vision screening scheduled
 - Grant given by APO for hygiene products

VI. Committee Updates 7:30 pm

- Committee Updates
 - 1. Facility/Campus Environment & Security No updates
 - 2. Finance Committee 1 ASC member will attend each Finance Council Meeting. Last council meeting revolved around discussion on endowments/funds. Boilers: Parish needs to decide on how to move forward with heating/cooling before soliciting quotes.
 - 3. Policy Committee No updates
 - 4. Marketing/Events & Enrollment Covered in enrollment updates
 - 5. Strategic Long Term Planning Future discussion topic on accreditation
- Year at a Glance
 - November: Tuition conversation and budget overview for FY 2025, enrollment goals.
- VII. Adjourn 8:00 pm Moved by Meyer, seconded by Cameron.