

**August 2019 Annunciation School Advisory Council**

**Date:** Thursday, August 8, 2019 **Time:** 5:00p.m.

**Location:** Spirit Center at Annunciation School

Meeting Attendees (P = Present A= Absent)

P	John Bradford – Council	P	Father Brian Park – Pastor
A	Deborah Copperud – Council	P	Jennifer Cassidy – Principal
P	Josh Dingman – Council	P	Heather Mueller – APO
P	Nicole Farrell – Council		
P	Deb Ferrao – Council		
P	Jennifer Gorder - Council		
P	Scott Hofer – Council		
P	Sara Juran – Council		
A	Tom Keegan – Council		
P	Meghan Manchon – Council		
P	Pam Nimmerfroh – Council		
A	Brenda Studt – Council		

**I. Call to Order** 5:00p.m.

**Opening Prayer**

**Approval of Agenda** Bradford motion, Gorder seconded, approved unanimously

**Approval of Minutes from May 2019** – tabled until September 2019 ASC meeting

**II. Open Public Forum** 5:05p.m.

No parents outside of ASC and APO attended.

**III. New Member Introductions** 5:10p.m.

New Council Member introductions

**IV. Community Forum and Response Discussion** 5:20.m.

The Council discussed the community forum and subsequent response.

- Discussion of the impact on school including enrollment.
  - Discussion of potential enrollment impact.
  - Jennifer Cassidy provided update on current enrollment figures and parent tours. Commented on departing students/family and recruitment efforts. As of the date of meeting, 357 students are enrolled and a projected net loss of \$100k in tuition revenue.
- Discussion of the issues raised at community forum.
  - Subsequent community comments.
    - Father Park received approximately 15 emails after the community forum
    - Jennifer Cassidy and Nicole Farrell each received additional comments during the week following forum.
  - Discussion of Father Park’s letter following forum.
    - Discussion regarding the adequacy of response to issues raised in the forum.
    - Father Park stated that the Archdiocese is informed of situation and provided assistance with communications.
  - Discussion of how ASC and administration can improve communication and transparency with parents.

**V. General Reports** 6:00p.m.

**APO** – Heather Mueller provided the APO report.

- APO is still in the process of filling officer and committee positions.
- APO has raised over \$1000 with restaurant fundraisers.
- Fundraisers
  - Kristin Winn leading fundraising efforts.
  - Restaurant fundraisers:
    - Chipotle fundraiser was popular, but there were a number of complaints about wait times.
    - Lowbrow fundraiser planned for the fall.
  - Exploring a fundraising event with Skyzone.
  - Fun Run raised approximately \$7,000;
  - Promotion of Fun Run with middle school families was discussed. Fun Run will be in afternoon rather than the morning. The ability to receive donations online is being explored.
- APO will provide funding for social and emotional learning programming; further information will be disseminated soon.
- APO sponsoring a disability speaker October 10<sup>th</sup> at 7p.m.– talking to kids about people with differing abilities.
- Discussion regarding Boxtops for Schools; Kowalski's receipts, and Amazon Smiles.

### **Principal Cassidy**

- Staffing Updates
  - The 3 open teaching positions have been filled; communication will be forthcoming soon.
- Sycamore Update
  - Transitioning to new system replacing Educate; will be seeking feedback from parents.
  - Discussion regarding the use of the new system to sign up for lunch. Discussion regarding the longer lead time for lunch orders; suggestions a communication regarding why ordering is further in advance and send periodic reminders/add to school calendar.
- Preparing for reaccreditation audit during the upcoming school year.

### **Father Park**

- No report

## **VI. Committee Reports**

6:30p.m.

### **Enrollment Committee**

- Nicole provided update on recruitment efforts.

## **VII. New Business**

6:35p.m.

### **Upcoming events**

- SeptemberFest
  - ASC's role at SeptemberFest
    - Discussion about the effectiveness of table last year.
    - Council approved a motion to staff bingo in lieu of an ASC booth; Nicole will arrange shift with organizers.
  - ASC Basket for Silent Auction
    - Nicole collected donations for ASC basket for silent auction and will arrange for the preparation of the basket.
- APO Disability Awareness Speaker (see APO report above)

### **ASC Goals**

- Nicole proposed goals and topics for discussion for the 2019/2020 school year:
  - ASC Member Term – discussion regarding change from 3 to 2 years.

- Website changes and updates – discussion of website improvements to make it more user-friendly for new- and potential-student families. J. Cassidy discussed the receipt of a grant to improve the school's website.
- Identification of ways to increase communication and transparency between administration and parents.
- Projects to advance Annunciation's mission statement on inclusiveness.
- Improved vetting of classroom speakers and communications to parents regarding outside speakers.
- Expanded parent involvement in changes to curriculum.
- Funding assistance to help entire 8<sup>th</sup> grade class attend the Washington DC trip.
- Volunteer requirement for families.
  - Discussion regarding encouragement of families to volunteer.
- Budget simplicity for 2020/2021.
  - Discussion regarding limiting amount tuition increases to COLA.
- Expanding teacher recognition and improving pay.

**Committee member nominations**

- Tabled until September meeting.

**Adjourned at 7:05pm**