

Preliminary Meeting Minutes: May Annunciation School Advisory Council

Date: Tuesday, May 21, 2019 Time: 6:45pm

Location: Library at Annunciation School

Meeting Attendees (P = Present A= Absent)

P	Alison Golla (Council)		Scott Hofer (Council)
P	Allison O'Brien (Council)	P	Father Brian Park (Pastor)
P	Adrian Woodward (Council)	P	Jennifer Cassidy (Principal)
P	Angela Maurer-Green (Council)		
P	Deb Ferrao (Council)		
P	Deborah Copperud (Council)	A	Christine Headrick (APO)
P	Jennifer Gorder (Council)		
A	John Bradford (Council)		
A	Josh Dingman (Council)		
P	Laura Vonhof (Council)		
P	Nicole Farrell (Council)		

I. Call to Order

6:45

Opening Prayer

Approval of Agenda

Approval of Minutes from April Meeting – Allison to send them out

II. Open Public Forum

6:50

A letter was read from an 8th grade parent expressing concern over Confirmation curriculum, especially for non-parishioner and non-Catholic students who may not share all of the same beliefs. A discussion followed regarding the concerns stated. Discussion included ways to inform parents if sensitive topics are included in lessons in advance so parents may follow up at home.

From this conversation, ASC members brought forth a few other topics for discussion including: 6th grade workshop on sexual health and healthy relationships, *Thrive*, and the diagram used; visitors and guest speakers in classrooms; and communications. The discussion led to next steps to be taken regarding the *Thrive* workshop and future communications along with further discussion on guest speakers.

III. New Business

7:00

1. Process for approving outside speakers in classrooms and notification to parents: Jennifer and Father Park have a meeting set up to review process moving forward regarding content and parent notification. Jennifer will come up with a draft as to what the process will be and pull in a few parents from ASC.
2. Security of playground equipment and its use by neighbors during off-hours: discussion of hanging signs that say that Annunciation is not liable for injury, etc. We would like the playground open to neighborhood children, but do not want to be liable. Will check with our insurance company,

III. General Reports

7:40

1. Principal – Jennifer Cassidy
 - a. MNSSA accreditation: attended an accreditation renewal meeting. Renewal is a two-year process that conduct every seven years. We will start the process next year. ASC will be involved in the 2nd year, and then we will create our strategic plan.
 - b. Groves Literacy Grant: out of 78 schools, we were one of 18 chosen as a pilot for this literacy program. This was shared with parents and at Auction. It is not only for struggling kids, but for mid- and high-scoring readers as well. This is a great opportunity to strengthen reading skills by third grade.

2. Enrollment update

- a. Enrollment Team update/needs: Deborah C attended the enrollment team meeting. We have 350 students enrolled, with 42 enrolled Kindergarteners (with a lot of new families). One suggestion that came out of this meeting is that we should have a welcoming and inclusion statement with respect to diversity. Deborah C. to draft a statement to send out for approval.
- b. Calls to other parish families inviting them to tour (with transfer grant available): Most members have made their calls or at least started. Scott will pass on one interested family to Jennifer. The feedback is that the list and database is missing phone numbers, etc. Many ASC members left messages for those that didn't answer.

IV. Committee Reports

8:00

1. Facilities/Campus Environment

- a. Capital Campaign – narrowing down what will go into phase 1. Looking at getting the phase 1 proposal down to \$6K.
- b. Survey to Parents – the idea of this two-question survey is that parents that rate 1-6 are speaking against the school, ratings of 7-8 are neutral, and ratings of 9-10 are advocates. TK will get results to pass on.

2. Nominations for next year's ASC: members rolling off of ASC are Angela, Alison, Allison, Laura, and Adrian.

- a. New members: 4 applications all approved by ASC and will be forwarded to Father Park. Will remain looking for another.
- b. Voting of ASC officers: Nicole named Chair, Deborah named Vice Chair, Scott named Secretary.

3. Preliminary initiatives – looking ahead for ASC 2019-2020 - will look at scheduling a meeting in August.

V. Adjournment

8:30