



School Advisory Council Meeting Minutes – December 2017  
Tuesday, December 12th, 2017 at 6:45 PM; Spirit Center Conference Room

### Mission Statement

Annunciation School is a Catholic parish School. We are a united and caring community of students, staff and parents committed to learning based on Christian values within our rich Catholic heritage. We provide our students with an outstanding religious and academic education, addressing the needs of the whole child.

Present: **Council Members:** Mike Lori, Allison O'Brien, Adrian Woodward, Angela Maurer-Green, Laura Vonhof, Lori Huber, Josh Dingman, Deb Ferrao, **Pastor:** Father Brian Park **Principal:** Jennifer Cassidy  
**Guest:** Jim Weiland

**Absent: Council Members:** Alison Golla, Steve Peterson

### Call to Order

- i. Opening Prayer – Father Park
- ii. Approval of Agenda
- iii. Approval of Minutes

### II. Open Public Forum

No issues brought forth.

### III. Old Business

#### 1. Budget 2017-18 – Jim Weiland

- i. Jim Weiland reports school is on track to break even this year.
- ii. Major contributing factors are higher than budgeted student need, changes in staff, and increased medical costs for staff.

### IV. General Reports - Deferred

### V. Committee Reports - Deferred

### VI. New Business

#### 1. Budget 2018-2019 – Deb Ferrao and Jim Weiland

- a. Current projection, without any changes, is school will have \$220,000 more expenses than income in 18-19 school year.
- b. Major contributing factors are expected increases in staff salaries and benefits and expected decreases in tuition due to enrollment.
- c. Discussing with Parish Finance Council additional contribution from investment funds, and increase in tuition.
- d. Focus on increasing enrollment should continue - incoming Kindergarteners but also transfers to Middle School in 2018-2019 and later years. Current Middle School enrollment is 106% of capacity but later grades will drop to 70% in next three years.

*Approved 1/17/2018*

- e. Council unanimously agrees to recommend 6% increase in tuition in 2018-2019 and 3% merit pool for school teachers and staff to fully cover expenses
- 2. 1x1 Technology for Middle School – Adrian Woodward and Laura VonHof
  - a. Sub-committee met with Canopy (advisor), tested network in classrooms – held up well.
  - b. Pilot in John Pupkes’ room is going well.
  - c. Canopy will help with proposal on tech support for next year.
  - d. Teachers are reviewing and making comments to policies.
- 3. Teacher Retention – Angela Mauer-Green
  - a. Sent satisfaction survey to teachers – 50% participation in first week. Shared with Jennifer Cassidy.
  - b. Angela working with Jennifer to update review process – update this spring.
- 4. Campus Environment – Mike Lori and Jennifer Cassidy
  - a. Walk-through of school with architect from Gensler occurred in December.
  - b. Initial focus likely to be 2<sup>nd</sup> and 3<sup>rd</sup> grade classrooms and Creative Arts Room.
  - c. Academy of Whole Learning providing advice on how to create flexible learning spaces that engage students in different ways.
  - d. General schedule for 2018
    - i. Jan scope project/get mock up
    - ii. Feb – May - Include in Fund-A-Need at DWAS, Trivia Night, and Auction
    - iii. May – finalize furniture purchases
    - iv. Fall – look at media room, admin, elevator as possibilities
- 5. Mission Statement revision – Mike Lori
  - a. Draft circulated. Father Park asked us to consider including language which reflects that school is a ministry of the Church. Provided quotes from Popes about Catholic schools in general to assist.
  - b. ASC members should provide feedback by January meeting.

**VII. Adjournment 8:45pm**