



School Advisory Council Meeting Minutes – November 2017  
Tuesday, November 14<sup>th</sup>, 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, Steve Peterson, Allison O'Brien, Alison Golla, Adrian Woodward, Angela Maurer-Green, Lori Huber, Josh Dingman, Deb Ferrao, Laura Vonhof **Principal:** Jennifer Cassidy  
**Pastor:** Father Brian Park **APO Liaisons:** Christine Headrick, Maren Christensen

**Absent: Council Members:** None

#### I. Call to Order

- i. Opening Prayer – Father Park
- ii. Approval of Agenda – Laura Vonhof and Adrian Woodward
- iii. Approval of Minutes – Steve Peterson and Deb Ferrao

#### II. Open Public Forum

- i. Parents may bring forth concerns. No external ASC concerns brought forth this date.

#### III. Old Business

- i. Preview Night Recap (Jennifer/Angela/Alison/Mike): Preview Night was a great success. Per Sheila Steichen (Enrollment Coordinator), 27 new families attended which surpassed last year. The night was well-planned and ran smoothly with great interest and positive energy. The second graders performed songs from Grandparent's Tea and the alumni and student speakers were excellent.
- ii. Fund a Need: Jennifer lead a discussion regarding Fund a Need request recommendations. We concluded that we may want to take more time to consider the multi-year capital request for the Media Center/Library. We would like to determine more specifics on what is needed to meet our educational and IB goals for this important addition for our school community before we move this forward. We want to be able to provide specifics on what exactly we are asking for so parents can be informed prior to providing funding. Although committee meetings/discussions are underway, it will take some time to determine what exactly is needed and where this can be placed in the school. It will likely require some remodeling/reallocation of space and possibly construction.

Reconsider need for classroom enhancements (sit/stand workstations, flexible furniture etc) to facilitate hands-on, inquiry-based learning. Also need to consider literacy curriculum and hands-on resources. OLG recently made similar enhancements to their learning spaces; we have a contact there who agreed to help provide ideas and guidance and how they incorporated these types of spaces into their learning environments. Jennifer will do some more research/discussion with her teams and let us know which options we are most prepared to provide details on.

**IV. Questions/Comments on General Reports** (reports sent via email prior to meeting)

- i. Father Park: Felt Preview Night was great. He is encouraged by record mass attendance (outside of Easter and Christmas). They have been busy registering new members; new mass times are working out well. Also speaking for TK, Trivia Night will likely be moved to April 13<sup>th</sup> with DWAS scheduled for the end of January. ASC member Deb Ferrao is dancing – she welcomes all ASC members to come and cheer her on!
- ii. Jennifer Cassidy: detailed written report provided.
- iii. APO: Newsletter is in The Weekender. Working on disbursements from the 5K Fun Run, Christmas gifts for parish and staff, Patina shop day (Dec. 3), Barnes and Noble book Fair (Dec. 5th), parish and staff Christmas party.

**V. Committee Reports/New Business**

- i. ASC membership changes (Mike): Wendy Bagley and Jayne Dow Larkin stepped down from ASC due to personal needs/other commitments. Both had third year ASC seats. Hold off on replacing for now; await new nomination period.
- ii. 1x1 Tech Program (Adrian/Laura): Adrian met with Inquiry group. Productive discussions on policy initiatives and what other similar schools are doing. Engaged discussion on how to filter data and monitoring plan. Julie Loney brought in a filtering program to assess; Adrian to look into it in more detail/assess over Christmas break. Cost/fees discussion: getting an idea about what tech fees look like; costs/fees associated with educational apps used and subscription services that need to be considered. Policy drafts review are with School 1:1 focus team; hope to have back to ASC for December meeting for finalization by Policy Committee.
- iii. Facilities/Spaces/Campus Environment (Steve): Trying to get a brainstorming meeting set up with key school representatives (teachers, staff, (Loney, Stebbins, facility building engineers, Jim W., Jimmy, and architect Steve Bieringer) to research learning space changes that fit the needs of the variety of learners in our school.
- iv. Mission Statement (Mike): Jayne and Jess continue to work on this; will provide draft for our review.
- v. Budget Update (Deb): Deb and Mike met with Jennifer and Jim W. in October; will meet with Parish Finance Committee on November 28<sup>th</sup>. Hope to have a budget to discuss/approve at the December ASC. Discussion regarding likely increase in tuition due to the expanding educational services and enhancements we provide and costs of insurance increases.
- vi. Staffing support initial meeting recap (Angela): Will be conducting a survey to teachers and staff to identify ideas on the perceived tools needed to meet student needs to help them provide the best level of education/instruction. Also assess what keeps teachers/staff here, what motivates them and attracts them to Annunciation school. Goals are to optimize recruitment and retain and reward top performers. A grant has been provided by CSCOE.

**VI. Adjournment 8:45**