



School Advisory Council Meeting Minutes – April 2018
April 10th, 2018 at 6:45 PM; Spirit Center Conference Room

Present: Council Members: Alison Golla, Allison O'Brien, Adrian Woodward, Angela Maurer-Green, Mike Lori, Steve Peterson, Laura Vonhof, Josh Dingman, Deb Ferrao

Principal: Jennifer Cassidy **APO:** Maren Christensen **Guests:** Anne LaLonde Laux, Sara Nuahn

Absent: Council Members: N/A **Pastor:** Father Brian Park

- i. Opening Prayer
- ii. Approval of Agenda
- iii. Approval of Minutes

II. Open Public Forum

No issues brought forth.

III. Old Business

1. IB Accreditation Visit Update – Anne LaLonde Laux

Visit scheduled for April 15th and 16th; IB team members are traveling here from out of state. They will observe in every classroom as well as meet with students, parents, teachers and staff looking for evidence of student learning, collaboration and reflection. There are 102 IB standards, 40 of which are required to be met at this visit. The Annunciation IB team has focused diligently on three main areas: Philosophy, Organization and Curriculum, assuring alignment with Annunciation's mission and shared leadership for years to come. We are ready and excited for this Accreditation Visit.

2. School Mission Statement: Final Version – Jennifer Cassidy

Finalization of the new Annunciation Mission Statement is complete with the help of ASC, Father Park and creative/marketing parent team. We are very pleased with the result which is a shorter, easily repeated and easy to memorize statement. Encompasses the philosophy of IB and Catholic doctrine and truly reflects who we are as a school. It will be shared with staff on April 11, then the IB team, parents and wider community.

3. Campus Environment/ Facilities Update – Mike Lori and Steve Peterson

Meeting is scheduled for Friday, May 13th with architect Steve (2nd visit), Laura Bischoff (designer) to discuss the Creative Arts redesign based on needs (space, color, lighting). Cost needs for equipment have been identified and these items will be the fundraising target at Target Night on April 13th. Still need costs for auditorium completion (AV/Video).

Discussed possible concept rooms to better support learning as possible part of large capital campaign. A team will visit Our Lady of Grace to see change they have made. It is important to communicate why these are needed and how learning will be impacted. A grant request has been submitted for sensory upgrades.

4.1:1 Tech Program for MS Update - Adrian Woodward, Mike Lori, Josh Dingman
Services contract with Canopy is set and acquisition of the actual hardware is in process.
Reviewed change in lease vs buy option. Training will take place June 3-5 for teachers/staff on 1:1 led by a Google Classroom consultant to help prepare teachers to implement this in their classrooms. Technology fee will be finalized by fall and there will be a mandatory meeting for MS parents/students.

IV. Questions General Reports – N/A

V. Committee Reports – Refer to written reports sent via email. Reviewed highlights/key points from Principal's report.

VI. New Business

1. 2018/2019 Enrollment Status – Jennifer Cassidy
To date, 354 students enrolled, includes 35 kindergarteners with 6 more pending (41). We are hoping for mid 40s across the board.
2. Open Staff/Teaching Positions – Jennifer Cassidy
Open positions include those Mrs. Warnemunde (5th), Mrs. Cattrell (MS), Mrs. Steege (MS math), Donna Ohme and Sister Sue. Decisions to leave are due to family choices and/or retirement.
3. Marketing - Banners and 8th grade Graduation Billboard – Mike Lori
The billboard honoring the graduating 8th graders is set to run from mid-May to mid-June on 46th and Nicollet over Sunstreet Breads. Discussed the need for new banners out in the front on the school and the need for professional installation.
4. Strategic Plan Review/Update – Jennifer Cassidy and Mike Lori
Jennifer will provide the Annunciation Community with a review and update on the accomplishments and Strategic Plan at the State of the School presentation on May 10.
5. ASC Nominations – Allison O'Brien and Alison Golla
Allison will place an announcement in the Weekender requesting parents interested in serving on the ASC. Allison has updated the form for those interested in officially applying. Allison and Alison will present the nominations at the May meeting. Specific areas of need include: Finance, Events/Communications, Facilities and Technology. Mike Lori and Steve Peterson will be ending their 3-year terms at the end of May but have offered to continue to assist as needed. Succession planning is needed for Chair positions and secretary - to be determined at the ASC May meeting.
6. 2018 Auction Overview – Sara Nuahn
Sara provided a preview of the Kentucky Derby-themed auction set for May 5th. Raffle tickets will be sold for \$100 for a chance to win a trip to the Holy Land with Father Park. Dinner will be catered by Crave. Signature drink will be a Mint Julip. An additional Bourbon tasting will be offered at an additional cost before the main event begins.

VII. Adjournment 8:45pm