



## November School Advisory Council Meeting Minutes

2016-2017

Tuesday, November 15th, 2016

Spirit Center Conference Room 6:45pm

### 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:** Becky Studt, Mike Lori, Greg Heymans, Adrian Woodward, **Principal:** Jennifer Cassidy **Pastor:** Father Brian Park **and APO Liaison:** Christy McFadden

Absent: David Gartner, Wendy Bagley, Alison Golla, Allison O'Brien, Laura Vonhof, Lori Huber, Steve Peterson, Dave Rutt

#### I. Call to Order

- i. Opening Prayer – Father Park
- ii. Approval of Agenda – No quorum
- iii. Approval of October Minutes – Steve Peterson and Mike Lori (via email)

#### II. Open Public Forum

- i. Parents may bring forth concerns. Concerns will be taken into consideration and deferred to the appropriate administrator or board member for possible resolution at a later date. Personnel issues are not considered; they are handled by the principal.

#### III. Old Business

- i. Bylaws and Charter ratification – Allison O'Brien will be sending out updates for ratification. Changes are more structural
- ii. Leadership Council update – Meeting on November 17<sup>th</sup>. Work in progress.
- iii. Pre School Mixer recap – Numbers were down this year. Need better communication about the event.
- iv. School Lock Down/PA System – Jim Weiland is working with David Gartner on dates for wiring so we don't have to pay extra money for labor.

#### **IV. General Reports**

- i. Pastor – Father Park – No report
- ii. Principal – Jennifer Cassidy – Busy focusing on IB, new math curriculum, new middle school teachers, MAP Testing data and how to use that for teaching. Good progress being made with both teachers and students. Check in with new families to see how things are going.
- iii. APO – Christy McFadden – APEX Fun Run raised \$13,000 – up \$1,000 from last year. Barnes and Noble Book Fair December 6<sup>th</sup> can also use online code for shopping the 6-11. Don't forget to use Script cards. Winter Greens sale \$1,200 raised. Pre School mixer had low turnout this year. Will work on better communication and invitations for next year. December 14<sup>th</sup> is staff Christmas party after school. Will do gift cards for faculty and staff again this year. Check from Box Tops raised roughly \$300 which is \$100 more than last year. Maybe have a contest between K-3 on which grade can turn in the most. Trivia Night is January 20, 2017

#### **V. Committee Reports**

- i. Advancement – Wendy Bagley – Annual Fund going on now.
- ii. Policy – Allison O'Brien – Bylaws will be going out. Investigate 1-1 policy for technology. Update handbooks to reflect this.
- iii. Facility – Steve Peterson – HVAC discussions. Working on getting bid specs. Also looking at bids for new padding in gym.
- iv. Nominating – Mike Lori – Posted about SAC in The Weekender. Thinking about one off subcommittee people to help out.
- v. Technology – David Gartner – No updates
- vi. Middle School Ad Hoc – No update required
- vii. Long Range Planning – Mike Lori and Jennifer Cassidy – Good first cut on plan, some minor changes. Draft bringing in technology, facility, middle and pre school staff, over all campus environment. Strategic Vision meeting in December.
- viii. Budget – Dave Rutt – No updates yet.
- ix. Marketing – Becky Studt – Preview Night recap. 14 families attended so lower than last year but had good interest from those that attended. Liked the format of the night using high school alum to speak.
- x. Preschool Ad Hoc – No updates required

#### **VI. New Business**

- i. Trivia Night Funds – Thoughts on putting money toward technology upgrades. Promethean boards are dying, ipads old and can't update. Teachers are asking for new/better technology and need it to work in the classrooms. Thinking about applying for a grant from CSCO that will match trivia funds raised. Even if people don't go to Trivia Night they can still donate some money. New boards will benefit all the kids. The new math program is even projected on screens so new boards will be very helpful in the rooms.

- ii. Preview Night Recap – Maybe do a Facebook live event during preview night to record it and retain footage of speakers and post on social media.
  
- iii. Budget Considerations – Topics in discussion that might impact budget are: new technology fees for 1-1 program, aging technology in classrooms, in/out of parish tuition, graduated tuition for current kindergarten families to updated discounted rate, learning support. 1-1 tech program subcommittee meeting in November with potential vendor.
  
- iv. Campus Environment Sub Committee – Vision meeting is set for end of November/early December to brainstorm ideas. Focus on strategic goal to build state of the art facility and technology operations to support teaching and learning. Tied to strategy and IB journey objective. Creating maker spaces to promote learning in various forms. Council consists of Steve Peterson, Adrian Woodward/David Gartner, Lori Huber/Allison O'Brien along with members from Vision Team, Pre School, STEM, Jennifer Cassidy, Jim Weiland, Julie Looney, Anne Club and a couple teachers.