

**Location: Spirit Center at Annunciation School**

Meeting Attendees (P = Present A= Absent)

	John Bradford – Council		Father Brian Park – Pastor
P	Deborah Copperud – Council	P	Jennifer Cassidy – Principal
	Josh Dingman – Council	P	APO representative - Heather
P	Nicole Farrell – Council	P	Christy McFadden – Enrollment Comm.
P	Deb Ferrao – Council		
	Scott Hofer – Council		
P	Sara Juran – Council		
P	Tom Keegan – Council		
P	Meghan Manchon – Council		
P	Pam Nimmerfroh – Council		
P	Brenda Studt – Council		
P	Malia Kimbrell - Council		

#### I. Call to Order

6:45p.m.

Opening Prayer

Approval of Agenda – The group approved the agenda content.

Approval of Minutes from January 2020 – When the minutes from the January 2020 are made available, the group will approve over email or in person at the March 2020 ASC meeting.

#### II. Open Public Forum

No Open Public Forum comments.

#### III. Guest Speakers

Teresa Meschini and Emily Koenig gave updates on their planning for the event formerly known as Auction. Teresa and Emily are working with parent volunteers to organize a hula-themed, informal evening of appetizers, silent auction, and live auction to celebrate the spirit of the Annunciation community. In an effort to attract more attendees, a general admission ticket will cost \$50 and an alumni ticket will cost \$25.

The 2020 Fund-a-Need focus is flexible seating and middle school classroom upgrading. Jennifer Cassidy will provide Teresa and Emily with the contact information for a furniture business that has previously worked with Annunciation. Nicole Farrell asked Teresa and Emily to give updates at the next ASC meeting and to consider using an organization that helps non-profits purchase experiences to sell at charity auctions.

Teresa and Emily passed around a volunteer sign-up sheet.

#### IV. General Updates

Principal Cassidy emailed a principal's report earlier in the day. She explained how the administration schedules the 2020-21 school year, consulting the spring break schedules for Minneapolis Public Schools, Holy Angels, and De LaSalle. Important dates will be published online soon.

Father Park stated that the Archdiocese Clergy Assignment Board decides pastor assignments and will announce a new pastor for Annunciation in late April or early May.

When asked about the status of the capital campaign, Father Park stated that it is still in the discernment process.

APO is:

- Collecting donations for the Nichols family.
- Setting event dates for the 2020-21 school year.
- Changing the APO officer and event chair roles to two-year commitment wherein first-year chairs would learn the role, and second-year chairs would take a lead role.
- Considering a volunteer pledge that families would sign at the beginning of the school year. In lieu of volunteering, families could donate a predetermined dollar amount. Nicole asked for an ad hoc committee to look at volunteer commitments or pledges at other schools and sports teams and what type of software is used to track volunteer hours.
- Soliciting teacher feedback on Friendzy.
- Planning upcoming events, which include a Chipotle fundraiser, box tops competition, Curiosity Fair, Staff Appreciation week.
- Nicole mentioned that Nickelodeon wristbands can be sold year-round as a fundraiser.

Enrollment:

- Winter Fun Fest event attracted around 150 people. A spring event will be announced soon.
- Middle School Open House was attended by three prospective transfer families and thirteen current families.
- Kindergarten enrollment for 2020-21 is in the 36-39 range.
- Pre-K and kindergarten buddies will be paired soon.
- A committee is forming to reach out to undecided families after the March 1 tuition agreement deadline. In the future, an early enrollment fee discount and late enrollment fee increase could be used to incentivize early enrollment commitments.
- After the Minneapolis Public School Board votes on a Comprehensive District Design, Annunciation will send out marketing postcards to specific neighborhoods.

The Principal Search Committee is having ongoing meetings to discuss the search process. The application deadline is February 21, after which date the committee will interview suitable candidates.

## **V. General Committee Updates**

Finance Committee

- Tuition announcement was sent via email.

Policy Committee

- Outside Speaker Form will be in the Weekender this week.

Marketing/Events

- Breakfast with the Principal will take place March 6.

Technology

- Working on updating server software.

Employee/Teacher recognition and pay

- A parent donated funds to cover prizes for the teacher/staff Spirit Awards.
- APO is bringing back Favorite Things lists for Teacher/Staff Appreciation Week.

## **VI. New Business**

New Business items were not discussed, as the meeting ran past 8:45. All New Business items will be added to the March 2020 agenda.

The meeting was adjourned at 9:15