

Agenda: November 2019 Annunciation School Advisory Council
Date: Tuesday, November 12, 2019 **Time: 6:45p.m.**
Location: Spirit Center at Annunciation School
Meeting Attendees (P = Present A= Absent)

	John Bradford – Council	P	Father Brian Park – Pastor
P	Deborah Copperud – Council	P	Jennifer Cassidy – Principal
P	Josh Dingman – Council	P	APO representative - Heather
P	Nicole Farrell – Council		Christy McFadden – Enrollment Comm.
P	Deb Ferrao – Council	P	Jim Weiland – Parish Business Office
	Scott Hofer – Council	P	Leah Kaiser – Parish Council
P	Sara Juran – Council	P	Mary Eilen - LADC
P	Tom Keegan – Council		
P	Meghan Manchon – Council		
P	Pam Nimmerfroh – Council		
P	Brenda Studt – Council		

I. Call to Order 6:45p.m.

Opening Prayer – Led by Father Park

Approval of Agenda – The group approved the agenda content, and agreed topics would be discussed out of order to move budget discussion to beginning of the meeting.

Approval of Minutes from October 2019 – October minutes were not sent with enough time to read before the meeting; the group agreed to approve via email after tonight’s meeting.

II. Open Public Forum 6:50p.m.

Allison O’Brien and Michael Lori were asked to attend the Open Public Forum as representatives of the ad hoc Annunciation Advocates parent group that appeared at the October 2019 ASC meeting Open Public Forum, in order to follow up on the position statement read at the October meeting. Allison summarized meetings between the Annunciation Advocates, Father Park, and Jennifer Cassidy that took place on October 30 and November 8. Michael Lori stated that the parent group conducted an online questionnaire filled out by 67 families, representing 133 students.

III. Budget Committee 7:15p.m.

Jim Weiland, from the Parish Business Office, gave a brief overview of how the budget process works, stating that input from the ASC and Parish Council makes the process transparent.

- Deb and Jim reviewed how the 2019-2020 budget was finalized: A CSCOE grant, in part, facilitated a 2019-2020 parishioner tuition increase and non-parishioner tuition decrease in order to move toward a flat tuition rate. Jim stated that all capital improvements come from the parish, such as \$90K for school auditorium roof.
- The group discussed 2020-2021 budget scenarios. Jim will bring budget options to the Parish Council on Tuesday, November 19, 2019.

IV. General Updates 8:30p.m.

APO

- Fall 2019 fundraisers were half as successful as previous years, and APO is prioritizing spending. APO has funds to cover holiday gift cards for staff and holiday staff appreciation events, but not newer initiatives, such as Friendly.

- APO communications and grade level liaison emails are very transparent about funds raised and APO spending.
- Future fundraising and community-building activities will include Skyzone, Minnesota Wild games, increasing Script, Barnes and Noble Book Fair, and auction.

Enrollment Committee

- Fall Open House events brought in 17 families, 7 from LADC and 10 from the neighborhood. The new Friday morning session was successful and worth repeating next year.
- Christy McFadden has given 6 tours and has 6-8 more schedule for the next month.

Principal Cassidy

- The Archdiocese Parish Visit team interviewed parish employees and trustees. On December 3-5, the Parish Visit team will meet with teachers and parents. It was suggested that the Archdiocese visit be communicated to parents in the Weekender.
- Re-accreditation efforts continue.
- Literacy initiatives in K-2 are ongoing and middle school is reviewing its ELA curriculum and literacy.
- Middle school will be piloting a trial of flexible furniture.

Father Park

- Father Park briefly discussed the October 30 and November 8 meetings with Annunciation Advocates. It was recommended that school administration meet regularly, perhaps monthly, with the group in an effort to retain current families.
- Father Park and Jennifer Cassidy expressed frustration that the Annunciation Advocates' meetings and online conversations have obfuscated the regular process by which parent questions are submitted to and addressed by administration. Jennifer Cassidy encouraged parents to take questions directly to school leadership.
- Diversity Statement: The ASC-proposed updates to the website and handbook will not be approved by Father Park until after the Archdiocese releases a new employee handbook in 2020.

Strategic Planning committee:

- Tom met with Jennifer Cassidy and has some resources to peruse.

Technology committee has an upcoming meeting.

Nominating committee welcomed new ASC member Malia Kimbrell.

Policy committee:

- Nicole asked the committee to meet and create a outside speaker form that teachers can use, to be presented at the December ASC meeting.

Adjourned at 9:30