



**Agenda: December 2020 Annunciation School Advisory Council**

**Date: Tuesday, December 8, 2020 Time: 6:30p.m.**

**Location: Online Meeting**

Meeting Attendees (P = Present A= Absent)

P	John Bradford – Council	A	Father Bill Deziel – Pastor
P	Beth Bussian – Council	P	Kari Zobel – Principal
P	Laura Eiden – Council	P	Jessica Knutson – Marketing/Develop.
P	Nicole Farrell – Council	P	Christy McFadden – Enrollment/Nurse
P	Deb Ferrao – Council		
P	Sara Juran – Council		
A	Tara Keegan – Council		
P	Malia Kimbrell – Council		
A	Rick Klosner - Council		
P	Meghan Manchon - Council		
P	Duane Passa - Council		
P	Corey Swan - Council		

**I. Call to Order 6:30p.m.**

- Opening Prayer
- Approval of Agenda
- Approval of Minutes from November 2020

**II. Open Public Forum 6:35p.m.**

Meghan shared some feedback received from other parents regarding opportunities for improved extended day programming especially among the older age group (grade 4-6). To be discussed at a future meeting.

**III. General Reports 6:45p.m.**

- Principal’s Report - Christmas concert date might be shifting but info will be in the upcoming Weekender; Virtual Coffee coming up on Friday 12/11

- Father Deziel's Report - absent from meeting so no report
- APO updates - shared report via email; Drive-thru Santa event sold out; Malia and Jenny Deutz are Co-VPs
- Enrollment Updates - 12/17 will be virtual open house - some pre-recorded info and some live along with sharing the new 350 tour; snowman kits all went home; 28 apps for Kindergarten already (budgeted for 40 but could go bigger depending on Covid situation); 17 apps for transfer students; more than in any previous December
- Covid Updates - new decision tree sent out in Weekender last week; Meeting tomorrow with schools to determine if they will adapt new 7-10 day CDC guidelines for quarantine
- Local Business Support - Nicole provided an update on campaign to support local business owned by Annunciation community members; she will send out sample posts and encourage us to post on class facebook pages

## **VI. Old Business**

**7:10p.m.**

- Budget Review/Update - Revised budget since last meeting to show enrollment at 360 - assumes current class sizes with little growth and around 40/grade next year; more realistic estimate based on current enrollment and apps for next year; All in favor of merit increase for teachers; Bumped up other salaries line item to account for more aides; Also show version of budget at 392 enrollment - adjust budget to put more money into teachers since may need to hire in this scenario; Corey asked about security audit and proposed upgrades - Kari to follow up with Jill to confirm whether those have been accounted for in budget proposal
- Hovland Conservatory - Sara shared summary of survey results that parents appreciate convenience and having piano programming at school but not satisfied with quality of instruction; Recommends evaluating other options including MacPhail and Twin Town; Kari confirmed that Jill talked to Hovland and there is no official contract; John and Deb volunteered to help Sara evaluate options and make recommendation on program for next school year

## **V. New Business**

**7:45p.m.**

- ASC Bylaws and Constitution - Beth reviewed and sent feedback to Kari and Nicole; Feedback included some changes to committees and minor conflicts with language in constitution; Nicole asked all members to think about how they would potentially change Council including goal, meetings, responsibilities for future improvement
- Christmas cards for teachers and staff - ASC to send holiday cards to all staff and teachers; Laura, Corey, Meghan, Sara, Malia, Duane and Nicole all volunteered to

write out a few cards and sign from ASC and then return to school to be distributed via mailboxes

## **VI. Committee Updates**

**8:15p.m.**

- Facility/Campus Environment & Security - no updates and no meeting with parish committee
- Finance Committee - budget update already provided
- Policy Committee - see above regarding by-laws and constitution
- Marketing/Events - Christy will reach out to committee if needs anything for upcoming virtual open house or mailings
- Strategic Planning - creating a survey to go out to community in support of MNSA re-accreditation efforts; survey should go out in this week's Weekender; Kari to provide introduction to survey and encourage families to complete; 30-60 completion is goal
- Enrollment Committee - received feedback regarding more diversity represented on website; discussed ways to engage more families of diverse backgrounds to provide testimonials
- Nominating Committee - no update
- Diversity & Inclusion Committee - received 7 or 8 applications from community members in response to request included in Weekender; first large group meeting will be held in Jan

## **VII. Adjourn**

**8:30p.m.**