

**Agenda:** April 2020 Annunciation School Advisory Council  
**Date:** Tuesday, April 14, 2020 **Time:** 6:45p.m.  
**Location:** Zoom Call  
 Meeting Attendees (P = Present A= Absent)

P	John Bradford – Council	P	Father Brian Park – Pastor
P	Deborah Copperud – Council	P	Jennifer Cassidy – Principal
A	Josh Dingman – Council	P	APO representative – Heather Mueller
P	Nicole Farrell – Council	P	Parish Council rep – Leah Kaiser
P	Deb Ferrao – Council	A	Christy McFadden – Enrollment Coord.
P	Scott Hofer – Council	P	Kerry Korman
P	Sara Juran – Council		
P	Tom Keegan – Council		
P	Malia Kimbrell – Council		
P	Meghan Manchon – Council		
A	Pam Nimmerfroh – Council		
P	Brenda Studt – Council		

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

Opening Prayer

Approval of Agenda – Unanimous approval

Approval of Minutes from March 2020 - Unanimous approval

**II. Open Public Forum**

Due to COVID 19 and the meeting being held over Zoom, there was no public forum.

**III. Attendee Check-in** 6:50p.m.

- Council members shared how they dealing with the quarantine and virtual learning.

**IV. General Reports** 7:10p.m.

- Principal's Report
  - Principal Cassidy led a discussion on the development of virtual learning, with the emphasizing core curriculum. Also discussed were approaches to attendance and grading.
  - Also discussed were options for virtual ceremonies and other alternative celebrations for 8<sup>th</sup> grade and kindergarten graduations.
- Father Park's Report- No written report.
  - FP discussed the drop in collections during shelter in place.
  - First communion will be rescheduled.
  - The church is applying for a government small business loan to cover payroll expenses.
  - FP's new parish assignment begins July 1; his successor has yet to be identified.
- APO updates

- Heather Mueller led a discussion of staff (including night crew) appreciation week preparations. APO is requesting donations from the school community for gift cards for staff.
- APO is still verifying open positions for next year. Megan Sherf and Heather Mueller will be APO co-chairs next year.
- Enrollment committee updates – Provided email update to council members

## **V. Volunteer Hours Commitment**

7:45p.m.

- Nicole Farrell led a discussion of a draft of Volunteer Hours Commitment initiative, Q & A and asked policy committee to draft a policy from those documents. Deborah will incorporate Council input and provide a draft policy at the next meeting.

## **V. General Committee Updates**

8:15p.m.

- Facility/Campus Environment – No report
- Finance Committee – No report
- Policy Committee – Volunteer policy discussion – see above
- Marketing/Events – No report
- Strategic Planning – No report
- Technology
  - No report, but led a brief discussion regarding (and recommend) a move to cloud-based applications to reduce hardware requirements and increase accessibility.
- Enrollment Committee – see email update attached as Exhibit B.
- Nominating Committee
  - Asked Deb Ferrao to serve second term.
  - Discussion regarding recruitment of potential candidates and reaching out to candidates that applied mid-year. An announcement regarding open position will appear in The Weekender.
  - Elect of ASC officers will take place at the May ASC meeting.
- Employee/Teacher recognition and pay
  - Teacher of the Month parking sign – reviewed sign template.
  - April and May prizes for teachers – gift card or wine for April; seeking prize donations for May.
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- Ad Hoc Committee – No report

## **VI. New/ongoing Business**

8:25p.m.

- Annunciation Strong/Spirit T-shirt design contest -
- Hovland music program parent survey – Paused due to Covid19.
- 8<sup>th</sup> grade survey – Parish council requested survey of outgoing 8<sup>th</sup> grade class parents; John Bradford and Meghan Manchon will draft survey questions.

## **VII. Adjourn**

8:50p.m.