



Cathedral School Advisory Council

March 15, 2016

6:30 – 8:00 p.m.

Meeting Minutes

A meeting of the Cathedral School Advisory Council (SAC) was held March 15, 2016 at 6:30 p.m. in the Cathedral School library.

Attendees: Council members Annie Carnese, Erin Herrick, Janet Jacobs, Christy Ragan, Melissa Rawlinson, Marcus Parker, Susie Holman and Alan Sanchez were present for the meeting. Also present were Rhiana Kehrli, Monsignor Pat Brennan and Amy Biggs.

Agenda:

- I Opening Prayer
 - II Parent Comments
 - III Approval of Minutes
 - IV Principal Report
 - V Uniform Committee Recommendation
 - VI Auction Report
 - VII Future Strategy
 - Hot Lunch
 - Volunteer Database
 - Event Strategy and Coordination
 - Guardian Angel/New Family Events
 - Play Structure
 - XI Future Business
- Adjourn

Minutes:

Council Chairperson, Marcus Parker, called the meeting to order at 6:36pm.

I. Prayer

Monsignor Brennan led council in prayer.

II. Parent Comments

There were no parents to provide comments.

III. Approval of Minutes

The proposed meeting minutes of February 2016, having been circulated to the SAC prior to the meeting, the reading was dispensed of and approved.

IV. Principal Report

Enrollment 2016-2017

- 244 students
- 18 Pre-Kindergarten, 19 Kindergarten, 19 First Grade
- All other grades full

Spirit Week

- Family group activities & special dress each day
- Awareness Day yesterday
- Principal & Librarian for the day today
- All-School Rosary & Stations of the Cross tomorrow
- St. Patrick's Day presentation & 6th Grade to Vocations Rally Thursday
- 8th Grade Mass & Cathedral Bowl Friday

NCEA Conference

- March 28-31 in San Diego
- 6 attendees: Amy and Stephanie attending; Liane, Sarah, David, and Ingrid presenting

Spring Break

- Next week!
- School resumes Tuesday, March 29 (28th off for Easter observance)

Grading Period

- Trimester 2 ends Friday
- Report cards going home Friday, April 8th

Spotlight on Service

- 7th Grade Sugar & Spice Drive for Blanchet House
- April 4-8

Coming up:

- 6th Grade to Outdoor School April 10-15
- Middle School & Alumni Dodgeball Tournament April 22nd

V. Uniform Committee Recommendation

Assistant Chairperson, Melissa Rawlinson, presented the uniform recommendation to the advisory council. This doesn't include the Free Dress Policy, as it is still a work in progress.

Melissa reviewed both the formal and informal goals of the committee and the overall method (i.e., community outreach, reviewing other school policies and history of Cathedral's uniform) to arrive at proposed new uniform policy.

The highlights of the new policy recommendations are:

1. Use Dennis and Lands' End as vendors
2. Establish Regular Day Uniform and Mass/POW Day Uniform
3. Remove portions of the current uniform no longer being worn
4. Clarify the policy with clear and concise writing

Melissa also recommended that the uniform committee worked really well together and could be used as a model for future projects. It is important to establish realistic timelines, work collaboratively and honestly with one another to produce quality results.

Mrs. Biggs accepted the uniform committee's recommended changes to the uniform policy and the School Advisory Council supported her decision. Changes to the uniform policy will be implemented fall 2016.

VI. Auction Report

Chairperson Christy Ragan reported that the auction wrap-up is at 98%. She is working on selling the remaining items and contacting people for easel parties. The auction raised \$150,000 minus the expenses at \$42,000 for a total back to the school of \$107,000. This number does not include the paddle raise. The auction was a success and Christy expressed how grateful she was to our very generous community.

VII. Future Strategy

1. Hot Lunch

Dee Kurilo and Amy Biggs are working together to form a committee to revamp our current hot lunch program.

2. Volunteer Database

Mrs. Biggs, Mrs. Hatley and Dee Kurilo will be attending a webinar on the Volgistics on line volunteer management program. This system includes volunteer scheduling, tracking, reporting and recruiting. They will see if it is a good tool for Cathedral School to use to sign up volunteers and track volunteer hours

3. Event Strategy and Coordination

The SAC had a broad discussion about a fundraising strategy that considered community building at Cathedral.

- We had a conversation about events and considered all events (Wine event, Auction, Run 4 Cathedral) and when they fit on the calendar.

- The group discussed how they might compliment each other and avoid conflict.
- During the conversation, there was some confusion as to the goals as well as the scope of the work.
- Mrs. Biggs will prepare to speak of this again at the next meeting.
- Mrs. Biggs and the chair will meet to clarify the scope and goals for this project and bring it back next month.

4. Guardian Angel/New Families

There will be a new parent night in June with an invite to all Guardian Angels and new parents. The Meet and Greet is scheduled for Sunday before school.

This committee is more organized this year and is ready to help inform all our new families.

5. Play Structure

The school is working on getting bids and new design for the play structure.

Adjourn

The next SAC meeting is April 19, 2016. Please send additional agenda items to Marcus Parker. Marcus Parker adjourned the meeting at 7:54 p.m.