



# CATHEDRAL SCHOOL

## Cathedral School Advisory Council

September 14, 2017

5:30-7:00 pm

### Meeting Minutes

A meeting of The Cathedral School Advisory Council (SAC) was held September 14, 2017 at 5:30pm in the Cathedral School Library.

**Attendees:** Council members **Present:** Katy Daughn, Rhiana Kehrli, Sara Clark, Kiki Hanover, Joanie Bayne, Casey Boggs, Kara Fioravanti-Vargo, Susie Holman, Helen Heller, Shaunmarie Gutbezahl & Gretchen Sturm. Also present; Monsignor Pat Brennan, and Amy Biggs **Absent:** Kacey Baxter, Thomas Nebel, Chrisy Ragan

### Agenda

- i. Opening prayer
- ii. Parent Comments
- iii. Minutes
- iv. Principal Report
- v. Parent Association Report
- vi. Committee Reports
  - Development
  - Advertising and marketing
  - Finance
  - Communication

### Minutes

Susie Holman called the meeting to order at 5:36

**Opening Prayer-** Monsignor Pat led the council in prayer

**II. Parent Comments** –The following parents joined our meeting: Fergie Bush, Gordana Sarich, Erin Herrick, Sandra Cost, Jennifer Moody , Maureen Rosetti & Kelly O’Sullivan

The following topics were shared by parents:

- Key reasons why parents choose Cathedral: faith based, community oriented, small class environment.
- Increased class size.
- Changes in staff
- “Student of the Month”

**III Approval of Minutes-** The June minutes were distributed prior to the meeting for approval. Susie Holman motioned to approve minutes and Katy Daughn seconded the motion. The June minutes were approved.

**IV. Principal's Report** Amy Biggs welcomed new members of SAC, and thanked Helen Heller for her gracious hospitality hosting the August retreat. Amy shared her building seismic upgrade report = on time and under budget. Tons of volunteers also helped in both June/August to prepare for the move. Padding in gym, doorbell reinstalled, & new stage curtains are just a few things that will be completed during the first month of school.

All staff is very excited and looking forward to the 2017/18 school year.

Run for Cathedral will be held at 1pm on 09/29. In addition, the Mary Lange award will be due by 10/12 from SAC and 10/16 by the Board.

**V. Parent Association Report** Joanie Bayne reported on the back to school coffee/faculty lunch –both were well received and both came in under budget .

Back to School part 09/08 – very well received and 32 wrote or said how much they enjoyed the event. More money was spent, but collectively decided it was well worth it.

Father – Daughter dance – 10/14/2017 – more to come regarding this fun event.

Collectively decided that it is no longer necessary to log volunteer hours. Otherwise, feels like more of a duty then actual volunteering.

Alter Services are needed – especially boys – an update will be coming via the school newsletter and the parish bulletin.

## **VI Committee Reports**

- **Marketing-** Kiki, Kacey, Shaunmarie & Sara are working with Mrs. Biggs to compile a brochure that will be for distribution to Nike, Adidas and for the OH in January. Also working on video for website. These materials will be predominately for recruiting purposes. \* Two new families are at Cathedral based on last year’s material.
- **Development-** Susie Holman reported that the plans for the Celebrate Cathedral event are underway and we are happy and excited to share this wonderful event with the

community. We want this to be a positive experience and for people to enjoy themselves. Susie did a great job explaining such items as: ticket costs associated with the event, the messaging & the venue. \$100.00 per ticket and these need to be purchased via link (to be sent) no later than 10/16. Save the date was sent 09/17. Mobile Apps that include items for purchase will be just some of the fun things that are offered.

- **Finance-** Nothing at this time.
- **Communication-** Casey Boggs and Rhiana will be composing a “Celebrate Cathedral” communication that will be sent via e-mail. They are also here to help the committee as a whole set the tone, brevity and theme of each communication. Please feel free to run anything by them before sending it out.

## **VII 2017-18 Dates**

- Remaining meetings this year, Nov. 21<sup>st</sup>, Feb. 20<sup>th</sup>, April 17<sup>th</sup>

## **VIII Future Business**

- Expect a large marketing report at the next meeting.

**Adjourn-** The next meeting is November 21, 2017. Please send agenda items to Susie Holman.