

Cathedral School Advisory Council

September 20, 2016

630-8pm

Meeting Minutes

A meeting of The Cathedral School Advisory Council (SAC) was held September 20, 2016 at 630pm in the Cathedral School Library

Attendees: Council members: Christy Ragan, Melissa Rawlinson, Casey Boggs, Kacey Baxter, Thomas Nebel, Alan Sanchez, Susie Holman, Helen Heller. Also present; Monsignor Pat Brennan, Father Tim Furlow and Amy Biggs

Agenda

- i. Opening prayer
- ii. Parent Comments
- iii. Minutes
- iv. Principal report
- v. Father Tim Furlow presentation
- vi. Code of Ethics

Committee Reports

- Development
- Advertising and marketing
- Finance
- Communication

Viii Future Business

Minutes

Melissa Rawlinson called the meeting to order at 6:34pm

I. Prayer Monsignor Brennan led the council in prayer

II. Parent Comments There were no parents to provide comments

III Approval of Minutes- The June minutes were distributed at the meeting for approval. Casey Boggs motioned to approve minutes and Tom Nebel seconded the motion. The June minutes were approved.

IV. Principal's Report Amy Biggs began by handing out new binders to council members. Mrs. Biggs gave the council an update of the meetings she has been attending with other principals in the area. Mrs. Biggs is also part of an archdiocese wide curriculum committee. Cathedral School will be hosting The STEM workshop that over 100 teachers will attend on October 14 (the statewide in service day). Mrs. Biggs concluded that students are enjoying the new Fresh and Local lunch service.

V. Father Tim Furlow We had a wonderful introduction to Father Tim, who explained we are all called to serve. He beautifully explained the meaning of the word "vocation" and that everything we do has meaning and a universal significance.

VI Code of Ethics Were signed by all present council members.

VII Committee Reports

- **Development-**Susie Holman reported this committee is working on coordination and implementation of programs to benefit Cathedral School. This committee is looking to expand on opportunities for people to support the school but not distract from existing events.
- **Advertising-** Kacey Baxter reported the strategy for the committee is to increase enrollment and to have a stronger brand name reputation.
- **Finance-** Mrs. Biggs reported that the committee is working on a 5 year financial forecast so we can look at bigger picture beyond the present school year.
- **Communication-** Melissa Rawlinson reported that effective communication positively impacts student learning. This committee will look to see how Cathedral is sending home information and make sure it is well suited for families. Monsignor Pat asked that we make sure there is a consistent message between the parish and the school.

VIII Future Business Each committee will present specific goals for the school year at the October meeting. A sign-up sheet was sent around for council members to sign up to bring a snack to share at meetings and to take meeting minutes.

Adjourn- The next meeting is October 20, 2016. Please send agenda items to Marcus Parker. Melissa Rawlinson adjourned the meeting.