

**School Advisory Council
Meeting Minutes
January 24, 2017**

A meeting of the Cathedral School Advisory Council (SAC) was held on January 24, 2017 at the Cathedral School Library. The meeting was called to order at 5:36pm by Chair Marcus Parker.

Council Members Present: Amy Biggs, Kacey Baxter, Alan Sanchez, Susie Holman, Tom Nebel, Helen Heller, Christy Ragan, Marcus Parker, Shaunmarie Gutbezahl

Council Members Absent: Casey Boggs, Monsignor Brennan

I. Opening Prayer

Alan Sanchez offered to lead opening prayer in Monsignor's absence.

II. Parent Comments

No parent comments brought forward.

III. Minutes

Marcus Parker made the motion to approve the minutes. It was seconded by Alan Sanchez. Minutes unanimously approved.

IV. Principal Report

- Registration: Approximately half of school has returned registration forms for 2017-18 school year.
- Open House: In years past, SAC members were invited to attend the open house to assist with parent questions. The invitation was extended to this year's council.

Twelve eighth graders have volunteered to help with tours. The kids take the job very seriously and this is the largest volunteer pool in years. They will earn service hours for participation.

- Catholic Schools Week: The week of 29th. Open house is 10-12:30 on the 29th. They have worked on a time that does not conflict with other Catholic Schools.

The week is a celebration of faith and that we are a parish school. Monday is an author--Black Lagoon series--visit with students. Tuesday, 2nd/4th will visit St. Vincent De Paul school. Wednesday is Special Friends' Breakfast and Mass. Thursday has special plans. Friday is a Compassion Assembly.

Action Item: Order badges for SAC members.

- Auction: In past SAC have done special procurement—tables for staff, top-shelf liquor. Cost is about \$75pp. Marcus supported a staff table and others agreed.
- Fund-an-Item: It has historically alternated between instruction and facility. Last year playground/play structure was discussed as a future item. The replacement of the rubber mats is approximately \$60,000. A small play structure for 4-8 year-olds added to the north end would be approximately \$20,000. Mrs. Biggs is proposing the matts and small play structure be this year's Fund-an-Item. Archdiocese could contribute \$10,000 as part of the safety grant, reducing the cost to Cathedral School's cost to \$70,000. Current mats on play structure have been in place since 2001. Alan recommended looking at other alternatives to the play structure. However, the counter discussed is that there is not enough for some of the kids to do on the playground and the structure offers social lessons. Susie added that deferring maintenance longer could create a future safety issue. New product installed would be an improved product with longer life. Work would be done over the summer if we commit early.
- Parent Association: Working with Aaron Herrick on an event screening the movie *Screen-Agers*. Movie does not talk about academic screen time, but rather gaming and social media. Opportunity to also present to students as well.

V. Committee Reports

- Development:
Susie reported that since beginning of year work to improve relationship between school and church has been underway. Sister Connie and Helen have played a role in improving the relations. Working on a sustainable way to earn money for financial aid. Still looking at ways to have an easy event without a lot of man power, but could raise funds. Fund-a-Student envelopes have brought in \$21,425 to date. Work is not done and they are still looking at additional opportunities. Donor Pro (with 1200 names) has helped bring in funds from parishioners, alumni and families. The visibility has made a difference. Marcus asked if Donor Pro is making headway in relationship and flow of information between church and school.
- Advertising & Marketing:
Shaunmarie handed out a print-out showing the activity by the committee. She also shared the ads that have gone into the NW Examiner, The Bulletin, Sentinel. Banners have been placed arounds school. There is a Mass campaign schedule has been published. Team is working on fine-tuning best spending and the Brand. Marcus proposed approaching Chapman families, especially with Kindergarten being bussed off-site. Susan has it on her radar and will be following up. Mrs. Biggs mentioned we have postcards and flyers.

- Communication:
Melissa reported that she and Casey have been working “on demand” on correspondence. She offered their services as communication needs come up.

VI. Finance Report

- 2017-2018 Budget Presentation: Please refer to Powerpoint presentation.
Marcus motioned to ratify the budget as presented. Susie seconded the motion.
Motion passes unanimously.

VII. Future Business

February: Mary Lang Award

March: Primer and By-Law Revision

Meeting was adjourned at 7:20pm.

Respectfully submitted.