

St. Anne School Advisory Board Minutes

April 9, 2015

Meeting Called to Order - 7:05 p.m.

Attendees: Dawn Kapka, Margaret Graff, Denice Peters, Tricia Rasmussen, Nathan Perry, Hayde Federighi, Christine Jodoin, Robin Kelleher, Norm Yustin and Kim D'Amore

Prayer and Reflection

PRINCIPAL'S REPORT

Catholic

- Reconciliation Services were on March 18th for grades 5-8 and grades 2-4
- St. Joseph's Table – March 19th
- School Liturgy hosted by 3rd grade – Mrs. Collins was on April 1st
- Living Stations were on Holy Thursday, led by our 6th graders
- Kindergarten students celebrated Friendship Seder Meal on Holy Thursday
- We were in session on Easter Monday – excellent attendance
- School Liturgy on April 15th – 3rd grade Miss Saverino
- Annual Protecting God's Children Audit will be submitted on April 17th
- St. Francis of Rome 2nd grade students will visit on April 28th
- May Crowning – will be May 6th hosted by 8th graders
- 1st Communion Dates: May 2nd and May 9th
- 1st Communion Luncheon and school liturgy next week (dressed in First Communion attire) – May 27th
- 5th grade will host St. Francis of Rome on May 12th
- Baccalaureate Mass and Graduation Commencement is scheduled for June 3rd

Excellence

- Early Childhood students participated in a field trip to the Metropolis

- **Facilitated a DC parent meeting as we prepare for the trip this month**
- **Barnes and Noble Favorite Teacher Essay Reception was yesterday**
- **Teacher Evaluations/Reviews in the final stages of completion (Kathy, Lisa, Nancy and myself)**
- **I am meeting with all teachers and completing a Summative Review**
- **Terra Nova scores just arrived and will be distributed to parents after teachers access and study the results**
- **Process of planning and creating contracts for distribution in May**
- **Week of the Young Child is April 13th -17th with various activities and a kick-off Open House this Sunday, April 12th**
- **AdvancED Interview – April 13th and 16th for the summative review**
- **State Evaluation Visit – April 28th**
- **Try-It Tuesdays – April 28th Kiwi**
- **Scholastic Bowl Team Regional- April 29th**
- **SAS Talent Show – April 30th**
- **STEM Museum/Cultural Arts Experience – May 8th**
- **The Class Placement letter deadline has passed for the 2015/16 school year**
- **2015/16 school calendar is in the final stages of completion**

Vital

- **First Playgroup was successful on March 20th and attendees were asked to bring a friend to the next one which is tomorrow**
- **Video – 365 Barrington filmed on Wednesday, April 1st – waiting to view**
- **Police monitored morning traffic and offered minimal suggestions which have already been implemented**
- **Retention efforts continue – re-registrations are still coming in**
- **Prospective student interest continues to grow daily**
- **We have 4 new students, 2 families, start this week – 7th, 2nd, K, and 3 year preschool**
- **SCARE games - #5 Volleyball Teachers won! Tied 3 to 3 with Scholastic Bowl in May**
- **Door Hangers were created and continue to be distributed in the area.**

- **Mailing occurred to families who had a child baptized in the last five years (preschool and playgroup)**
- **We are asking the teachers to ask the parents to post digital reviews on YELP, Google, and Great Schools**
- **Kindergarten for a Day is scheduled for April 16th and invitations were mailed, on Website, and going on 365 Barrington**
- **Volunteer Appreciation Coffee hosted by faculty and staff will be April 24th in conjunction with Home and School Meeting**
- **1st grade Cardinal Pride Ice Cream Social is scheduled for April 26th planned by Jen Kollias**
- **Kindergarten Cardinal Pride event is tentatively scheduled for April 16th with details to follow**
- **Preschool Family Game Night – Friday, May 8th**
- **Summer play dates are being set (park and parade) for preschool and kindergarten families**

Calendar Discussion

- **There will be five shaded emergency days on the calendar. Meet the Teacher will take place on the 23rd. Graduation dates will be fixed dates. Field Day is Thursday and will also be a fixed date. Easter Monday will be added back to the calendar next year.**

Advisory Board Applications

- **Advisory Board Applications are due by next Friday. Per the bylaws, the nominating committee will consist of three people to vet out the applicants. The committee must consist of the **outgoing member, the outgoing president and the incoming president (Kim D'Amore, Margaret Graff and Colleen Kozak)**. Voting will take place May 21st.**

Tuition Increase

- **Discussions and review of tuition increase letter. Employee/Teacher Health insurance has gone up dramatically (almost \$800 per teacher), that's why the increase is more. The budget is currently being prepared with conservative enrollment numbers, although there has been a tremendous interest in the school.**

Our school book fees will stay the same. Due to the success of Tech-A-Thon, there is no need at this time for an additional technology fee.

Motion to Approve proposed tuition increase of 4.5 to 5 percent.

Approved by all members.

Teacher Contracts

- **Teachers have been requested to submit their letter of intent, so that the school is aware of plans for next year, since teachers are at different life stages, which makes a difference in their career path. So far there has been an excellent response.**

Class Placement

- **Mrs. Kapka has circled back to everyone who submitted a written class placement letter.**

REPORT BY COMMITTEE

Marketing - Margaret Graff

- **We are listed on Yelp, Great Schools and Google Adwords. 14 Zip codes have been targeted. Norm Yustin is currently working on the handbook that spells out Cardinal Pride.**

Cultivating Cardinal Pride/Athletics-Colleen Kozak

- **Season is still in play for Volley Ball and Track.**
- **Budget Prioritization is as follows: Bleachers and Isles, redo floors, uniforms, matts. No decisions have been made, just prioritizing at this time.**
- **We continue to struggle with having a cheerleading squad. Currently working on a plan for recruitment.**

Finance - Nathan Perry

Nothing to report at this time.

Alumni Development - Denice Peters

- **Work continues on the launching of the alumni web cite.**

Cardinal Pride - Christine Jodoin/Hayde Federighi

- **Room moms applications will be by grade level and will be a part of the Cardinal Pride Committee. The committee would consist of 4-5 parents per grade with one parent being the point person for the teacher/classroom. Perhaps a social at the beginning of the school year can be planned to kick things off.**

- We have reached out to our Room Moms to have social events by grade levels, and events are currently being held in the lower grades. 8th Grade is excused from having any social events, since it is their last year at school.

Parish Council - Christine Jodoin

- Nothing to report at this time. Summit is scheduled to take place on May 16th from 8 to 1.

Technology

Nothing to report at this time.

Policy/Legislative Action - Robin Keller

Nothing to report at this time.

Zip Codes - Kim D'Amore and Tricia Rasmussen

- A coffee was scheduled, however Donna, Kim and Tricia were the only ones that attended. Perhaps an online survey can be conducted to tap into some ideas.

Home and School - Hayde Federighi

Nothing to report at this time.

Next Meeting May 21st, 2015

Adjourned 8:10

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