

October 23, 2019

San Francisco de Asis School Advisory Board Meeting Minutes

Attendees: Fr Will, Mr Carroll, Kevin Conto, Cliff Deeds, Kathryn Feuquay, Abraham Hiel, Cat Maschue, Kent Powell

Excused: Jacqueline Navarro

Also Present: Mrs Short

6:45 **Call to order and opening prayer:** K Feuquay and C Maschue

6:48 **Minutes of Prior meeting approved for posting to school website:** Board

6:50 **Reports:**

A)Principal's Report- B Carroll

-Parent-Teacher conferences completed last week

-Mrs Hernandez resigned from SFdA due to personal reasons as mentioned in email from SFdA. The school has worked diligently to ensure her responsibilities are covered.

-New music teacher and Middle School Band director Mrs Wilke started last week. She has a degree in music and is already on staff with youth ministry. She will be directing the Christmas Program.

-Mr Carroll and Anna Hoffman are working on CEA tuition distribution

-Mrs Waitz is working with new admissions/families to ensure all new enrollment paperwork completed.

-School will reevaluate what administrative roll is needed in the future, for example school finance director versus admission/development focused director. At this time anticipate hiring for this position for the 2020-2021 academic year.

B)Pastor's Report-Fr Will

-Together Let Us Go Fourth Dioceses Capital campaign continues. Fr.

Will has attended several small group dinners/gatherings. Overall impression of parishioners thus far is positive, given the school will

receive anticipated \$500K, NAU Newman Center to receive \$4.25

Million, and SFdA Parish will receive back 35% of all donations from its parishioners.

C)Teachers' Report-Very good parental involvement with parent-teacher conferences last week

7:10 **Accreditation Update:** Mr Carroll and Mrs Short

-Last portion of accreditation documentation already presented to Parish Council and MaryBeth Mueller, formerly of the Diocesan School Board.

-Mr Carroll plans evening presentation of the Accreditation plan with parents likely November (date TBD)

-Review of Chapter 4 Action Plan goals. Goals include

1)longitudinal benchmark data to support academic growth of students in bottom quartile and challenge students in top quartile.

- 2) Creation/implementation of student Schoolwide Learning Expectations with focus on making them appropriate for each grade level.
- 3) Curriculum Mapping, Social Studies and Religion are first subjects set to be completed 2/20
- 4) Incorporating Catholic identity in all curriculum subjects
- 5) Integrate technology in all curriculum areas to enhance student achievement

7:30 Strategic Plan Review:

- A) Fully fund school through STO's: Conto.
 - Fr Will reaching out to corporate donors currently and will continue prior to 4/20 deadline
 - Giving Tuesday approaching (when donations are doubled to CEA) and Conto/Maschue plan to reach out to individual contributors.
 - Fr Will will discuss CEA at Masses likely end of December 2019 prior to tax season
- B) Complete Build Out-Feuquay
 - Committee (faculty and parents) to meet 11/6 to discuss goals for purchase using the anticipated \$500K coming from the Diocese Capital campaign
 - Completion of Playground Fence- Administration and parent volunteer having difficulty getting this scheduled as fencing contractors not available/over booked. Discussion of alternative contractors to consider and reach out to.
- C) Enhance Parish and School Connection-Powell. Upcoming community events include
 - Dia de los Muertos 11/2 after 4:30 Mass. Children from school will be performing songs and Mr Marquez's band will be performing.
 - Trivia Night community event planned for January to avoid overlap with other events. Date TBD
- D) Increase Enrollment-Deeds and Mr Carroll
 - Additional 3 students enrolled and will be starting in next weeks. This makes current enrollment 169.
 - Discussion of advertising efforts over holiday period, flyers/poster detailing academic results of graduates etc. Mr Carroll discussing with other local high school Principals regarding data on graduates for advertising.

New Business: None

Review of Important Dates: Feuquay

- Friday November 1st All Saints Day Mass 8:15
- Visit of Jimmy Mitchell 'Building a Quality Culture' Friday December 6th visiting Newman Center and SFdA
- Re-Accreditation Visit February 5-7th, Accreditation Board meets with Advisory Board members evening of Feb 5th.
- Trivia Night-to be scheduled, anticipated January
- Blue and White Banquet March 28, 2020

7:45 Closing Prayer-Fr Will