



School Council Meeting Minutes - March 20, 2012

Attending: Susan Roffmann, Al Cerrone, Debbie Crosby, Laurie Doolittle, Elise Telucci, Stacy Rawson, Mike Murphy, Susan O'Toole Absent:, Fr. Gary Lombardi, Jim DeMartini

CALL TO ORDER

Meeting called to order at 7:00 pm by Laurie Doolittle with an opening prayer by Elise Telucci.

APPROVAL OF MINUTES AND AGENDA

February minutes had been previously approved by the Council via draft by email. Agenda for meeting approved by all.

PRINCIPAL'S REPORT

- **New student applicant testing** for Kindergarten as well as all other grades has been completed. Notifications will go out within the coming week.
- **Speech and Debate team** was successful at the recent tournament, achieving a third place finish overall against much larger teams from Sonoma/Marin counties.

COMMITTEE REPORTS

Public Relations (Kristi Kavanaugh, Public Relations Director; reported by Stacy Rawson)

- **Banners** to go up around town announcing monthly tours.
- Planning for **student shadowing days** for grades 5-8 for next year.
- **Car decals** to be given out to all new families. Looking into window clings as option.
- Preparing for **Green Week** in April. Green Week is a time set aside to review recycling options, both on campus and off, as well as learning about other ways in which our behavior can be helpful or detrimental to our environment. The St. Francis Pledge to care for creation and the poor was introduced last year and will be again reinforced as a part of this endeavor to make wise choices. The rally club will this year play a role in helping with the rally and poster contest.
- Researching **ad options** with the Chamber of Commerce and the *North Coast Catholic* magazine.
- Anyone with **ideas for helping promote our school** is welcome to email Kristi at kkavanaugh@StVincentElementary.org

Development (Stacy Rawson)

- **Newsletter** still set to mail out in late March. Geared towards alumni. Since our 125th anniversary celebration for our school is next year, we want to reach out to as many alumni as we can, so we're trying to get contact info for all. **New alumni sign-in/survey** online (on school's web site: click on Support=>Alumni Newsletter to sign in).
- Having the research now completed, we're now planning to implement a **Vehicle Donation Service** to be available in which anyone can donate a car with the proceeds going to SVES. To be announced in the coming month.
- With P.R., working on a **communications schedule** for the coming year.

Maintenance (reported by Al Cerrone)

- **Renovation of student bathrooms** is scheduled for a June 1 start with demolition. Should be completed by August 1.
- **Spurgeon** will tentatively do the power washing of the buildings in summer.
- **Drinking fountain** hardware has been received and repair should be completed in the coming month.
- **Iron gates** approximately 40% completed (repainting); completion expected in the coming year.

OLD BUSINESS: n/a

NEW BUSINESS:

- **Long term goals** discussed:
 - Facility: Investigating new lighting throughout school as well as new blinds for classrooms and drapes for science and computer labs.
 - Marketing: Previous year's goals achieved. Biggest goals now are to reach out to alumni to be able to have a database for their networking and special events, especially for our 125th anniversary next year; increasing enrollment continues as a main goal with greater visibility in the community.
 - Technology: to be addressed at the next two meetings.
- Parent evening presentations and discussions were considered, prompted by the suggestion regarding the "Race to Nowhere" film by Mrs. Telucci. Discussion tabled for now and will be discussed further as Circles of Grace diocesan program becomes available. Other social issue topics discussed.
- It's time to consider **new candidates** to serve on the Council. Voting will take place after Easter break.

Meeting adjourned at 8:40 pm.

NEXT MEETINGS:

Monday, April 23rd (date change) and Monday, May 21st (to include new members) at 7:00 pm

Any school parent wishing to submit a suggestion regarding the Council's areas of responsibility may do so a minimum of ten days prior to the next meeting. Please submit your idea in writing (or email) to Fr. Lombardi, Mrs. Roffmann or the President of the Council, Laurie Doolittle. The Council's discussion areas are: Mission and Philosophy, Policy Development, Planning (strategic/long range), Finances (budgeting, setting tuition), Advancement (fundraising, public relations, publicity, enrollment) & Facilities.