

St. Andrew's School  
Advisory Council Open Meeting  
November 16, 2009  
School Library – 7:15 p.m.

**Members Present:**

Charlie Klutz	Lane Simmons
Anna Burns	Anne Mason
Mary Ann Cottrell	Luz Ravelo
Patrice Hall	Janet Camarillo
Father Tom	

**Members Absent:**

Kelly Hucklebridge  
Timm Elrod

**Recording Secretary:**

Sister Mary Merdian  
(Notes taken by Beverly Watkins.)

**Visitors Present:**

Rose Hall, Beverly Watkins,  
Jenny Lamsens, and Brenda Griffith

**ROUTINE BUSINESS:**

Charlie Klutz called the meeting to order at 7:21 pm. and Father Tom led the opening prayer. Charlie welcomed all visitors.

The minutes were revised with the correct enrollment of 683. Patrice Hall moved to accept the minutes and Mary Ann Cottrell seconded the motion. The minutes were approved as revised.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

Search Committee –

Father Tom announced that Don Miller will come and talk to the Council. When applications come in Don will check them to see who is qualified. There will be an odd number of members on the search committee. There will be 2 Advisory Council Members, 1 person at large from the parish, 2 members from the Pastoral Council and Father Tom. Father Tom reported that the faculty and staff would like a member on the search committee or a former teacher.

The previous ad for principal will be changed. There will be a means to invite parishioners and parents to give input. Perhaps the Survey Monkey will be used.

Charlie will forward the information that the committee used last year to set the qualification. Members were asked to let Charlie know if they wanted to serve on the committee.

## **ADMINISTRATOR'S REPORT**

Janet Camarillo reported:

Upcoming events –

Nov. 17 Central Market will give us an amount based on the total sales for the entire day.

Dec. 1 Central Market will give us a second day.

Social Ministry boxes are being filled up and are building up in the classrooms. The project should be a huge success.

Nov. 19 Aim for Success Parent Meeting.

Nov. 20 Aim for Success for 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> grades. The program is set up on a 3-year cycle.

Nov. 20 Colonial Day for the 1<sup>st</sup> grade.

Sixth grade is doing an outstanding job on their Social Ministry Christmas project.

Basketball practice begins this week. There will be 15 teams.

Dec. 7 Third grade musical at 7 pm.

Curriculum update: The Hartford curriculum has been adopted by the Diocese. Its contents are more like the public schools. Starting in January, the teachers will pick one subject to focus on and will use the Hartford guidelines.

Classroom visits- Janet has visited all but 6 classroom in the last 2 weeks.

Achievement tests- The norms are Fall norms. The assistant superintendant will let us know how we fit with the other schools.

About 50% of the 7<sup>th</sup> grade are Duke Scholar candidates

## **COMMITTEE REPORTS**

### **Technology**

No report.

### **Curriculum**

No report

### **Finance**

Mary Ann Cottrell and Anne Mason are working on the budget for 2010-2011.

### **Communications**

The committee will meet on November 18 to work on branding a logo.

### **Plant Facility**

The dedication of the kindergarten building will take place on Sunday, December 6 at 2 pm.

### **Parish –School Relations**

Lane reported that a meeting had been held to determine guidelines for setting the tuition discount policy.

Working on a formula to determine parish investment.

Parish Hall Update :On December 9 there will be a meeting with the architect and on December 17 with the diocesan building committee. The project has been scaled back. Very little will be done on the first floor.

The pastoral planning committee will be getting together to see if the original goals have been completed. They will study if the plans for the physical plant have been met and try to

discover parish needs. They will also look at demographics and determine what the diocese are doing with the long range plans.

### **Positive Environment**

Patrice reported that there was no meeting this month.

### **Development**

Rose Hall reported that the annual fund is now at \$153,000 which represents 31% participation. There will be another e-mail to remind those who have not make a donation that there is no candy sale this year. One more letter will be sent out in December with also a reminder not to forget the \$1000 to the Church in order to get the parish rate.

### **Home and School Report**

Brenda Griffith reported that the Pumpkin Patch was well attended and everyone had fun. The teacher Christmas reception will be on Friday, December 11 from 3:30 to 5:00.

### **ENROLLMENT REPORT**

Janet Camarillo reported that the present enrollment is 861 as of 11/16.

Father Tom reminded the Council of the Parish retreat on December 11 and 12.

### **VISITORS QUESTIONS AND DISCUSSION**

Since there were no questions the meeting adjourned at 8:25.