

St. Andrew's School  
Advisory Council Open Meeting  
October 19, 2009  
School Library – 7:15 p.m.

**Members Present:**

Charlie Klutz	Lane Simmons
Timm Elrod	Anne Mason
Mary Ann Cottrell	Luz Ravelo
Patrice Hall	Anna Burns
Kelly Hucklebridge	Ed Noll
Father Tom	

**Members Absent:**

**Recording Secretary:**

Sister Mary Merdian

**Visitors Present:**

Janet Camarillo, Rose Hall, Beverly Watkins, Linda Rozenski, 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 and a reflection on the Sunday Gospel. Charlie welcomed all visitors.

The minutes were revised with the correct spelling of Kelly's last name and approved as amended.

**UNFINISHED BUSINESS:**

The Advisory Council will work further on the Chain of Command policy. They will study the policy that is presently in place, work on it and then take a vote.

The members were reminded about the Ministry day at the Dallas Convention Center on Saturday, October 24.

**NEW BUSINESS:**

None

**ADMINISTRATOR'S REPORT**

Ed Noll reported:

--That the Book Fair would be held from Monday through Thursday for the benefit of the 8<sup>th</sup> grade activities

--Those report cards would be sent home on Thursday, October 22.

--That the faculty would have a workshop on the new curriculum adopted by the Diocese. The workshop will be given by Dr. Cummings, the principal of St. John the Apostle school

--That the classes would have their fall parties on October 30.

--That Nolan would have an Open House for our 8<sup>th</sup> grade students on October 28.

--That Debbie Crimean's, fourth grade teacher, has been chosen "Teacher of the Year".

## **COMMITTEE REPORTS**

### **Technology**

Timm reported that the Web Site Committee would be meeting on Wed., Oct. 21. Eric Leaseburg is now the Chairperson. The Communications Committee, which formed from the Website committee, will continue with the question of branding.

The committee will look at the development of technology in the parish and school through the history of the parish five-year plan and try to fit the pieces together to develop a plan for the future. They will also look at the history of the development of the web site.

### **Finance**

Mary Ann Cottrell reported on the revised budget that had been approved.

### **Communications**

The committee met and a question about having a marketing budget was raised.

### **Plant Facility**

The weather station is now installed in the school office.

### **Parish -School Relations**

Lane turned the report over to Father Tom concerning the advancement of the Parish Hall renewal. Over the past 14 years city codes have changed. Shortcuts that we took in the building are now being paid for. An example of that is the elevator. Now with the diocesan fund-raising starting we are being delayed. We hope we will have a plan for the finishing of the 2<sup>nd</sup> story and doing only what is absolutely necessary on the first floor. By December we hope to have the process approved by the Diocese.

### **Positive Environment**

Many of the original concerns of the group have been put in place. Improvement for safety has resulted from the drop-off and pick-up plan, and an emergency action plan is well developed and in use. The group met with Dr. Lori O'Neal about nutrition. The committee is planning to look into uniforms from other places besides Parker.

### **Development**

Rose Hall reported that the annual fund is now at \$150,000 and that another letter would be sent to those families that have not contributed. The amount of contributions is being recorded on the thermometer at the front of school. A member suggested that we also show the % of participants from the various groups.

There were 15 families were present at the Pre-K and K open house. Rose Hall reported that we have become very exclusive about the advertisements we choose for the school. We are discovering that our public is not made up of people from Trinity Valley and Country Day. So advertisement should go to other publics.

Mama's Pizza gives our school 20% of their sales.

Two graduates of St. Andrew's, Nicholas Shields and Michael Coffey, were among students named as a National Merit Scholar.

### **Home and School Report**

Brenda Griffith reported that Wildcat Jam was very successful and that the Fall Festival was very well attended in spite of the weather. The Pumpkin Patch for pre-K and K will be held on October 22.

The next big project is preparing for Catholic School Week in January.

### **ENROLLMENT REPORT**

Janet Camarillo reported that the present enrollment (which changes from day to day) is ~~686~~. 683

### **VISITORS QUESTIONS AND DISCUSSION**

Since there were no questions the meeting adjourned at 8:40 pm.