



**Annunciation Catholic School
Advisory Council
Established February 2012
Meeting Minutes – January 13, 2025**

Members present (in-person and via Zoom): Marcie Mills (Chair), Don Raiff, Sharon Pristash (Principal), Andrew Krahe, Marcia Balestrino, Dena Wholey

Members absent: Father Chad King (Pastor), Jen O' Neill, Chris Baasten, and Marty Roop

Board Meeting Minutes

Date: January 24, 2024 | **Time:** 6:04 PM

Opening

- Prayer and Mission Statement
- November minutes approved

Operational Review

Principal's Report

- Kindergarten enrollment letters sent. 27 enrolled, 7 on waitlist, 24 additional inquiries. At capacity.
- Enrollment for other grades begins in February.
- High school applications and recommendation letters in progress for 8th grade.
- Kiwanis donated \$32,546.26 for 85 middle school Chromebooks, with a replacement cycle every 3 years.
- \$20,000 donation received from grandparents following a school tour.

Accreditation & Strategic Planning

- Educational Improvement Plan (EIP) will be reviewed at every other meeting.
- Structure and timeline adjustments made for better organization.
- Due to the Accreditation being more encompassing, the strategic plan will be incorporated into the Educational Improvement Plan and will be monitored bi-monthly.

Finance

- Last meeting: November 25 | Next meeting: January 27
- Fundraising totals are still being finalized, with additional income expected.
- Tuition-related cash flow is in line with projections, with temporary deficits anticipated during the billing cycle.

Development

- No updates

PIE (Parent Involvement & Engagement)

- Events such as Trunk or Treat, Charleston Wrap, and Christmas Market were successful.
- Book Fair had lower performance, but the Grandparents Day pop-up bookstore was a success.
- Fundraising platform is outdated; research underway for alternatives (GiveSmart preferred).

- Gala moved to Greyhawk for a classier venue; seeking sponsors for key elements.

Safety & Security

- No updates; focus remains on accreditation.

New Business

- The Council discussed the budget and tuition costs for upcoming 2025-2026 school year. There will be a recommendation made to the Finance Council at next meeting.

Old Business

- We have two vacancies on the Council.
- Seeking candidates from Parish or Finance Council to strengthen collaboration.

Closing

- Meeting adjourned at 7:48 PM
- Next Meeting: February 24, 2024, at 6:00 PM

Respectfully submitted by A. Krahe