

**Annunciation Catholic School**  
**Advisory Council Meeting Agenda**  
Monday, September 15, 2025, 6:00-8:00 PM



**Location: Parish Conference Room; Building D**

Optional Join by Zoom Meeting: <https://css.zoom.us/j/83280256152>

**Council Members:** Chelsea Cordell (Chair), Jenn O'Neill, Marcie Mills, Don Raiff, Fr. Chad King (ex officio), Sharon Pristash (Principal, ex officio), Matt Raiff (Vice Principal, ex officio) Dena Wholey (ex officio), Andrew Krahe (Vice Chair), Jeffrey Zorn, Joan Pernice, and Aerin Jacob

<u>Time</u>	<u>Item</u>	<u>Responsible</u>
6:00 pm	Call to Order	Chelsea
6:02 pm	Prayer & Mission	Dr. Pristash
6:04 pm	Minutes Approval (August) and Opening Comments	Chelsea
6:05 pm	Consent Agenda Items. Committee Reports <ul style="list-style-type: none"> <li>● Budget &amp; Finance</li> <li>● ACS Boosters</li> </ul>	
6:15 pm	Parish Update <ul style="list-style-type: none"> <li>*Selected committee for Gym Build</li> <li>*State of the permits for build/Any progress</li> </ul>	Father Chad
6:30 pm	Principal's Report	Dr. Pristash
6:45 pm	Development Update	Dena Wholey
7:00 pm	Old Business <ul style="list-style-type: none"> <li>Turn in signed forms</li> <li>• Building parent engagement</li> </ul>	

**Yearly Agenda Items** AUGUST / SEPTEMBER – *Back to School / Vision & Mission Refresh*

- Welcome to school year- How were 1st days, wins and learnings • Review board roles, responsibilities- paperwork to sign • Principal's School Year objectives • Review and approve calendar of meetings (attached)
- Plan for advisory presence on campus for events (priority from Dr. Pristash) • Discuss parent engagement strategy for school year (strategy 2.1) Progress on Educational Improvement Goals

7:15 pm	New Business <ul style="list-style-type: none"> <li><i>Priority Security (Added as followup from MN Shooting)</i></li> <li><i>Safety Debrief on assessment</i></li> </ul>	Chelsea
7:45 pm	Advisory Candidate Review (Roxanne Tata) <ul style="list-style-type: none"> <li><i>Resume attached, please review before meeting</i></li> </ul>	Jenn Chelsea

## 8:00 pm Closing Prayer & Adjournment

- Next Meeting: Monday, August 18, 2025

### ***Yearly Agenda Items: OCTOBER – Mission & Ministry Focus***

- Catholic Identity Assessment (Are we living the mission?) Schedule of CIC meetings
- Campus CIC opportunities to volunteer
- Faith formation opportunities for staff and families
- Are we focusing on the ideas in the School Educational Improvement plan

#### **Goal 1:**

**Annunciation Catholic School will enhance its Catholic Identity by improving the preparation of teachers to be catechetical leaders and models of the faith to their students.**

Objective 1.1: To develop a plan through which all current teachers are certified catechists, and all new teachers can easily achieve certification within 3 years and then have a plan for each teacher's renewal.

1. All current non-certified teachers as well as new teachers completed the first two courses in the new teacher catechist program.
2. Designated time provided for teachers to complete the 4 online course. Time is built into staff days and/or subs provided to release the teachers during the school day.
3. A fully developed and differentiated plan that addresses catechist training for each teacher is created and followed.
4. All teachers certified by Sept. 2026\* Principal will lead the development and adjustment of school calendar and schedule.

\*Parish manager, certified Kino instructor, may provide some of the renewal courses Teachers will attend the courses and manage their certification and renewal plan Cost of diocesan program Designated time on staff days for the online sessions

Objective 1.2: To provide more faith formation opportunities annually for teachers beyond that required for catechist certification.

1. Teachers provided with a monthly schedule of all adult faith formation at St. Gabriel.
2. Teachers surveyed for faith related topics they would like to see offered
3. Members of the parish and school community identified as able and willing to provide a faith formation activity on the topics requested.
4. At least 5 faith formation activities scheduled per year during contracted staff days

Objective 1.3: To provide adequate teacher collaboration time during the school year to develop, implement, and continuously improve the effectiveness of student faith formation.

1. Conduct a survey of teachers to determine which want/need to collaborate

**\*As a committee member, you are not only called to share your time and talent but to pray for our school.**

**Prayer for Advisory Committee**

*Lord Jesus Christ,  
We have come together in your Name  
to work for the good of our school.  
Let harmony reign among us.*

*May everything we do  
begin with your inspiration,  
and continue with your saving help.*

*Let our work always find its origin in you,  
and through you reach completion.  
We ask this through our Lord Jesus Christ, your Son,  
who lives and reigns with you and the Holy Spirit,  
God, for ever and ever. Amen*

---

**Annunciation Catholic School Mission Statement**

Within our strong Catholic community,  
we develop children to their fullest God-given potential –  
spiritually, intellectually, morally, socially, and physically.