

St. Mark Advisory Board

9 February 2015

Attendees: Father Paul Spellman, Mary Ann McQueen, K. J. Peters, Michelle Vagnati, Reshima Wilkinson, Steve Wallace, Bridget Rohmer, Ray Zarro, Jennifer Agens, Mauricio Silva, Andrew Jackson, Paige Henton, Holland Henton

Please read: December 8 Minutes (Thanks to Steve)

5:30	Call to Order – K.J.	Teacher's
–		Lounge
5:45	Opening Prayer – Fr. Paul	
	Approval of 12/8 Minutes - Motion to approve - Approved	
	Visitor's comments No visitors	

5:45 **Principal's report** – Mary Ann

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6:20 **Upcoming Events** - Lots of events in the past 2 weeks, 56 survey responses from parents from Open House – event was positive both teachers and parents. Grand Parents day this Friday. Parents are in charge of these events, huge group coming. Collecting Data for Priorities for Plant Improvements.

Admissions - Admissions, first round of admission letters sent out today, K first then TK tomorrow. Discussion regarding class size, parents encouraged to discuss class size with the Principal.

Financial Report – Reviewed – Annual Fund at \$50K collected, \$5K outstanding. Father Paul outlined the current financials reports.

Visitors – No Visitors - we welcome and encourage visitors

6:20 **Updates**

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7:15 Parish Tuition Rates, Finance Comm. Recommendation's – Fr. Paul – Discussion relating to "In Parish Tuition Rates". Survey we compiled last year will be given to Father Paul by Michelle.

Auction - Pammela Jackson – Update, Everyone on the committee is well organized, timelines are being met by all committee members, tickets go on sale Thursday 12th, All tickets are being sold on line, Raffle ticket sales is going well. Board members are needed to talk up donations, we can get more tables in the venue, 300 attendees total now, their will be pre assigned seating, Donation Deadlines 15th March.

Greening – K.J. – First Payment made to Architect to start development of phase 1 of the design phase of the greening, establishing a vision and a list of priorities. 2nd Phase includes infrastructure, parking and trees. 3rd Phase – Gardens, outdoor classrooms, benches. Need to set up a research and ideas advisory Board from Stakeholders. Coach Paul should be part of the Advisory Board. Electrical upgrade to the Plant has to happen this summer. Plan is to have presentation of Phase 1 for Auction.

Marketing – Bridget – Marketing to start the "Did you know campaign" we need questions for the teachers with topics that they can speak to; this can then be published in e mails from the Principal.

Security, Safety, Traffic Flow – Steve Wallace – Principal will check on the Alert System, was it purchased, has it been uploaded with information, when the first practice can be completed?

Pick up and Drop Of – Principal to find time to organize the new procedure that will take cars off the street

7:15 New Business – K.J.

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7:30
