



ST. ANN'S ACADEMY
ESTABLISHED 1880

SAA Council Meeting Minutes February 2019

Date: Feb 5, 2019
Call to Order At: 6:10 pm
Recorded By: Thomas
Council Attendance: Fr Derrick, Thomas, Jeanne, Chris, Greg, Steve, April

Admin Attendance: Patrick, Joanne, Brent
Staff Representative: Tony, Margaret
Guests Present:
Regrets: Dn Eddie, Frank

Opening Prayer: Fr Derrick
Adoption of Agenda: Moved by Jeanne, seconded by Chris, agenda was adopted
Adoption of Previous Minutes: December minutes were approved at January Strategic Planning meeting

Correspondence:

- None received for general discussion

Committee Reports

Financial Report: Greg

- End of January finances were reviewed
- Revenue and expenditures are tracking well with no concerns
- Motion to adopt financials by Greg, seconded by Chris, financials approved

Pastor's Report: Father Derrick

- 50th year grad reunion from SAA - request for use of our facilities for their celebration
- Sunday evening youth mass

Reports and Presentations:

Principal's Report: Patrick - submitted and presented
VP Elementary: Joanne - submitted and presented
VP High School: Joanne for Brent - submitted and presented

Public Relations, Planning, and Policy (Jeanne)

- Substance Abuse Policy for Students was brought to the CISKD Board level and has been adopted
- Substance Abuse Policy for Staff is being proposed by FISA for adoption by CISKD
- Technology Policy to be reviewed soon as time and schedules permit (Patrick, Jeanne, April, Thomas)

Building Maintenance and Transportation (Chris)

- Maintenance report from James attached (from Jan 22 Strategic Planning meeting)

Faith Development Team (April)

- Meeting was held on January 21st
- Focusing on a goal and vision to drive a direction for the team
- Next meeting Monday Feb 11th

Old Business:

CISKD Society meeting - Jan 26 (Fr Derrick, Jeanne)

- Report from FISA was presented
- A new application form was circulated for schools to request capital requests from CISKD
- Procedural memo from CISKD on how to write a letter to the board

CISKD Salary Review (Greg)

- Committee has been formed with representation from council members, principals, and clergy to discuss the salary review process that CISKD undertakes each year
- Meetings underway for information gathering to form the recommendations for salary reviews in the upcoming years

SAA Council meeting with CISKD Board (Thomas)

- Meeting Wednesday Feb 6th at SAA

New Business:

Tuition Committee Recommendations (Greg)

- Recommendations report was presented and discussed.
- Moved by Jeanne, seconded by Greg to propose a 3.5% increase in tuition for 2019-2020 year. Motion was carried after a lengthy debate.

Strategic Plan Reboot - & Workshop (Steve/Thomas)

- Meeting was held on January 22nd to kickstart and reboot our Strategic Planning process for the school
- Good session to brainstorm our Mission, Purpose and Vision
- Follow up sessions will continue through spring as time and schedules allow

Staff Rep: (Tony)

- Nothing to report from staff

Next Meeting: March 5th, 2018 @ 6pm

Meeting Adjourned: Moved by Chris - adjourned at 8:16 PM

Closing Prayer: Fr Derrick