



## SPA Meeting Minutes

August 16, 2016

Terri Allman  
Joanie Butler  
Megan DiTeresa  
Lara Morgan  
Julie Zimmerman

Cristina Almanza  
Roberta Buchanan  
Marguerite Hudson  
Jayne Saucedo

Gina Barone  
Michelle Callas  
Kimberly Juarez  
Lisa Salas

Alpa Brannam  
Mr. Morgan Daniels  
Gloria Lenis  
Dr. Joan Wagner

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**Opening Prayer:** Julie Zimmerman  
Welcome Cristina Almanza.

**Approval of the Minutes:** May 10, 2016

Joanie Butler motioned to approve the minutes from May 10, 2016. Gina Barone seconded the motion. The motion passed.

Due to the by laws, Julie or Kimberly will forward the approved meeting minutes to Liz Hallberg to post on Savio website.

**Principal's Update:** Mr. Morgan Daniels

- 102 Seniors!
- Thank you SPA for the treats/cupcakes for the 383 students that started yesterday.
- Also, thank you for the first water station which was installed during the summer; will be installing second water station upstairs.
- This week starting transition from having "Families" to a "House System". Students choosing 2 representatives from each House. House system busy getting started on homecoming. New system, get feedback from students faculty; see how it works for Savio. Details in Eagle Weekly.
- Collecting lots of forms this week; new form parking pass system; knowing who is in our parking lot to protect our students; faculty has parking pass, no more auction spots on campus.
- Freshman retreat orientation went really well; kids had a good time; t-shirts late in coming.
- Back to school night in two weeks, 6:30pm, short presentations; script from SPA, send off to the classes. SPA welcoming people; lot of people needed for the future years.
- Senior college boot camp went well, lot of reps from admissions offices; the Naviance is having some hiccups, plan in place to repair. As long as the students are doing their part, go in see counselor, get all your stuff in. College rep visits will start soon.

**President's Update:** Dr. Joan Wagner

- We've had a busy summer, introduced new employee manual coming from diocese across the board of schools.
- Two schools with growing budgets, tuition assistance to be awarded, about 20% for Savio, \$530,000 grew from \$200,000 a few years ago. A lot of challenges with kids in high school, we are here to support those in need. Happy to be able to help, makes a wonderful community.
- Traffic changes with opening of Neenah; next step to expand Neenah, widen the lanes; give us feedback through the office if experiencing problems exiting or entering. Holy Family has crossing guard, quite costly, which helps Savio as well, pauses traffic and keeps system going; as soon as the road opens, will go to flashing lights with crosswalk; reduce speed from 30 to 20. Police officers are monitoring the speed; announcement will be made to students to follow speed limit.
- Building wise going good; capital campaign at Holy Family, growth out here is huge; we are serving 7 parishes.
- We have annual goal with strategic plan; will be in Eagle Weekly when finalized. Main categories, things that are important and get addressed during the school year, 6-7 goals per year, continuing process.

- Julie – problem with light being short at Parmer; who do we call to report? Marguerite - turning left out of Holy Family to go to Savio is delayed. Will review & discuss with both principals and see what can be done.

**Communications:** Ms. Cristina Almanza

- Have been working on learning what all is involved with each school; working on Savio NOW magazine; getting close to printing this or next week. Reaching out to Parish liaisons; getting group together for Holy Family and Savio; revamping vans - repainting and putting on new Savio logo in about two weeks.
- Working on alumni gatherings, finalized scheduled and will be sending newsletter.
- Dr. Wagner – the paint on the blue buses is fading, we need to replace the buses in future, not paint them; we had 4 and now have 2. They are used in town, no out of town.

**Development:** Ms. Alpa Brannam

- Sunday, 9/25 okay for sophomore social
- New this year, have a chair for each class level for the Build a Nest appeal; will be able to provide better education, information to each class, easier to get info to each class.
  - Stuart and Lisa McKenna (*Freshman*)
  - Bodie and Michelle Nash (*Sophomore*)
  - Keith and Katya Winkeler (*Junior*)
  - Herman and Kimberly Juarez (*Senior*)
- Phone a thons September and October
- Jayne and Terri to figure out junior and senior social date

**SPA President:** Julie Zimmerman

- Updating SPA contact list
- SPA binders – does everyone have or need?
- SPA Bylaws vote – Joanie Butler motioned to approve the Bylaws. Gloria Lenis seconded the motion. The motion passed. The Bylaws now go back to Dr. Wagner who will continue to process them through the system.
- Thank you to Jayne for new student orientation lunch, first day of school cupcake treats.
- Thank you to Michelle and Roberta for freshman retreat.
- Thank you to Lisa first day of school mass.
- Thank you Megan - busy with sign up genius; year starting off well; back to school night, need a lot of support.
- Start thinking of getting some folks for next year's SPA. (We have six moms with Seniors this year and not returning to SPA.)
- Thank you all for help and organization
- 2016-17 Back to School – successful events: Social: New student lunch, 1<sup>st</sup> day treat; Spiritual: 1<sup>st</sup> Mass; Freshman Reps: Class retreat
- Back to School Night – August 31: please come! Get a general volunteer list; use our blue table cloths; we have yard signs in the closet to use, nice welcoming.
- Class Reps – email to your parents to introduce yourself and provide dates of SPA events

**Treasurer's Report:** Joanie Butler

- For new people, check your binder, passed out procedures on spending and reimbursement. If you have a purchase, send picture of receipt, what it is date of your event and your name; limit the amount of steps that go through the office; everything to come to treasurer first. Limit office credit card purchases.
- First purchases this week; budget will be updated this week.

**Historian Report:** Gina Barone

- Does anyone need an event summary form? Need this completed and returned to her ASAP after any event.

## **Committee Updates & Upcoming Events**

1. Closet Keeper – Marguerite Hudson – everything stocked in June, but what happened to over 800 forks as they are gone. No events during the summer. Going forward, email her whenever you use any items, what you used, if anything is getting low, and make sure everything is locked. She will restock soon. Put back what you don't use. Jayne's coffee stock is missing; in top right corner against the wall. Keys stay in the office. Will check with Evie and Carmen to try to figure out where supplies are going.
2. Social Committee – Jayne Saucedo: Principal Coffee Sept 6<sup>th</sup>
3. Spirituality Committee – Lisa Salas – Sign up genius, spirituality tab– linen help and after mass help; new freshman parent to participate; four combined masses with Holy Family: 11/1 - Holy Day of Obligation All Saint's Day, 11/18 – Grandparent's Day Mass, 12/8 – Holy Day of Obligation Immaculate Conception, and Ash Wednesday 3/1. Dates for First Friday Holy Hour: Friday, 9/2, Thursday 10/6, 7:30am optional mass, two hours of adorations, 8-9am and 9-10am, Adults remain with Jesus while the Blessed Sacrament is exposed. Sign up genius has spirituality tab. Working to keep Blessed Sacrament on campus, really importation with theology department. 7:30am mass held in little chapel next to library. ***Difficulty in filling the two hours for adoration.*** Julie - possibility to open it up to students with off block? Lisa will ask Mr. Daniels. All retreat dates are on the schedule.
4. Teacher Appreciation – Marguerite Hudson – this has been reorganized this year and on the calendar; four meals for staff this year; monthly birthday celebrations will be celebrated closest to the 15<sup>th</sup> of each month, yesterday was August birthdays. K cup drive for holidays & cash at Christmas; will email everyone this information. Keeping it easy, for the meals, two box lunches on conference days; two main meals, Christmas and end of year. Sent survey to teachers and got responses yesterday.
5. Volunteer Committee – Megan DiTeresa: Volunteers & Sign Up Genius – when you are sending emails to your classes; you can provide class link for sign up. Julie – library is need of volunteers. Kimberly suggested we add note to sign up genius, bring gloves, dusty work and the entire library needs to be dusted.
6. Senior Class Rep – Class Breakfast is Sept. 8<sup>th</sup>
7. Junior Class Rep – Retreat is Sept. 14 & 15; Class Breakfast is Sept. 29<sup>th</sup>

## **Items for Discussion**

Michelle – freshman retreat – maybe for next year remember to ask about total number of people; you aren't just feeding students, but student leaders, teachers, student ambassadors (which Holly Bologna paid for at the New Student Orientation). 103 freshman and fed 145. Several students had eating restrictions; dietary restrictions; other students helping with retreat; parents provided morning and afternoon snack; student driven so more older students involved in helping. Separate meeting to plan on how many helpers you will have. Julie will discuss with Mr. Ochoa.

**Next Meeting: September 13, 2015 at St. Vincent de Paul portable at 8:30 AM**

Opening Prayer: Joanie Butler

Closing Prayer: Megan DiTeresa

**Closing Prayer:** Kimberly Juarez