



## 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



## SPA Meeting Minutes

September 13, 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

**Introductions:** All board members introduced themselves. Several parents were in attendance: Esther Fuentes, Crystal Dietrich, Mary Morales & Annette Raggette

**Approval of the Minutes:** August 16, 2016

Due to lack of quorum, August minutes will be approved at the October board meeting.

**Principal's Update:** Mr. Morgan Daniels (absent, but provided written report, attached)

**President's Update:** Dr. Joan Wagner (absent)

**Communications:** Ms. Cristina Almanza

- Have been busy with advertising this fall in various publications & mediums.
- Austin Business Journal presents a Giving Guide and Savio is highlighted.
- Alumni outreach for Homecoming. A small tailgate will be provided.

**Development:** Ms. Alpa Brannam

- Build a Nest Appeal is underway. Mailings have gone out. Parent socials have been planned. Development will only require about 5 minutes and the rest will be socializing.
- Phone a thons will take this fall.
- Clergy Day is scheduled for September 20th and lunch will be provided. All clergy associated with St. Dominic Savio will be invited; approximately 24 parishes.
- Alpa thanked us for the welcoming emails from the class reps.

**SPA President:** Julie Zimmerman

BTS night – we had 9 parents sign up!! Committee chairs – please follow up. Done in a day in the library was successful. Class reps – great job setting socials up so quickly (use our yard signs) & thanks for sending out welcome emails. Retreat budgets have been verified by Mr. Ochoa and the class reps. Middle School Night at Football game has been postponed from the homecoming game.

**Treasurer's Report:** Joanie Butler (absent)

**Historian Report:** Gina Barone

- She thanked all committee chairs for completing event summaries.

### **Committee Updates & Upcoming Events**

- 1 Closet Keeper – Marguerite Hudson – Inventory has been taken and all cabinets and drawers have been cleaned out. Staff/ faculty have been reminded that SPA cabinets are not to be used, but if something is needed to please ask. Class reps can use paper goods for parent socials, just let Marguerite know.
2. Social Committee – Jayne Saucedo: absent, report provided – attached.
3. Spirituality Committee – Lisa Salas – Thank you to guest, Crystal Dietrich, for her help. Adoration had a parent sign up which was great. The tabs on the sign up genius have been

helpful. She has been in touch via email with parents who have expressed interest in helping Spirituality.

4. Teacher Appreciation – Marguerite Hudson – She delivered treats for September faculty/ staff birthdays. Thanks to BTS night, Marguerite has several interested parents who she is trying to get involved. October 27 is the teacher lunch – boxed lunches provided by Schlotzky's. volunteers will help with extra food, set up and take down. Tailgate theme.
5. Volunteer Committee – Megan DiTeresa (absent)
6. Senior Class Rep – Class Breakfast went well & parent social is this Sunday at Third Base.
7. Junior Class Rep – Jayne Saucedo (absent but report attached)
8. Freshman Class Rep - Next freshman activity will be the class breakfast on October 25th. A Sign Up Genius will go out as date nears.

#### **Items for Discussion**

Julie to contact boosters about highlighting yard signs for sale (for both athletics and not)

**Next Meeting: October 11, 2016 at St. Vincent de Paul portable at 8:30 AM**

**Closing Prayer: Julie Zimmerman**

## **Principal's Report to the Savio Parent Association September 2016**

Dear SPA representatives,

I am sorry I am unable to join you at your meeting today. Thank you for all of your work and congratulations to our new incoming officers!

Here are a few updates and important topics coming up in the next month.

- 1) We have had a great start to the school year thus far. We had great attendance at Back to School Night and the program ran quite smoothly.
  
- 2) The students have chosen Casino Night as the theme for the homecoming dance this year. Student council is busy planning a week-long series of events and dress up days leading up to the football game and the dance. Nominations for the homecoming court are taking place this week.
  
- 3) The Director of Formation and Ministry has started to organize the SEEK conference for January 2017 for current Savio seniors. About 30 students thus far have expressed interest in attending this four day event.
  
- 4) The Class of 2016 Eagle head and the St. Teresa of Calcutta artwork have both been hung in the school building.
  
- 5) Savio will be hosting a Clergy Day on Tuesday, September 20<sup>th</sup>, in the morning.
  
- 6) The guidance department will be announcing the National Merit honorees for the class of 2017 at Mass on Wednesday, September 14<sup>th</sup>.
  
- 7) Several seniors have received college acceptances. The guidance department has created a new college acceptances tab on the school webpage where people can view the acceptances and matriculations by each class year.
  
- 8) Progress reports are being sent out Tuesday afternoon for students and parents to review.
  
- 9) All freshmen, sophomores, and juniors will be taking the PSAT on October 19<sup>th</sup>. Dr. Kohutek will be visiting classes in the coming weeks to provide PSAT test booklets and discuss how to best prepare for the exam with the students. Students can practice on their own by going to the PSAT section of the College Board website.

Blessings,  
Mr. Daniels

From Jayne Saucedo, Junior Class Rep & Social Committee Chair:  
September 13, 2016 SPA Board Meeting Report

### **Social Committee**

We had our first Coffee w/Principal on Tuesday Sept. 3<sup>rd</sup>, and we had a record number of attendees = 13!!! So that was fantastic. Thank you to all SPA members who came out that morning, and were able to mingle with other parents and answer questions of some of our newer families.

\*Next Coffee w/Principal is Thursday, October 13<sup>th</sup> – hope to see you all there!

### **Junior Class Retreat**

I met with Mr. Ochoa last week and finalized the food needs for the upcoming Fall retreat scheduled for tomorrow Wednesday, Sept. 14<sup>th</sup> – 15<sup>th</sup>. I have ordered box lunches and have made the other necessary purchases and will pass everything off to Terri Allman, who will be the Runner in my place (due to the fact that I may be in SA for funeral services). Thank you Terri Allman for stepping up to help me, I really appreciate it!

**Junior Class Social** will be held on Sunday, October 2<sup>nd</sup>, from 5pm to 7pm at my home. I will be putting together an Evite to send out to the Junior class parents by the end of this week.

### **Junior Class Breakfast**

Our first Junior class breakfast is coming up on Thursday, Sept. 29<sup>th</sup>. I will be in touch with Megan DiTeresa to send her the link for my signup for breakfast food donations. I will probably have it go out in the Sunday, Sept 25<sup>th</sup> Eagle Weekly, because if I do it too far in advance, the parents will forget about it. I will also send a followup email on Wednesday morning to remind them all.



## SPA Meeting Minutes

October 11, 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:** Kimberly Juarez

**Approval of the Minutes:** August 16, 2016 & September 13, 2016

Jayne Saucedo motioned to approve the minutes from August 16, 2016. Gina Barone seconded the motion. The motion passed.

Terri Allman motioned to approve the minutes from September 13, 2016. Michelle Callas seconded the motion. The motion passed.

As per the by-laws, Kimberly will forward the approved meeting minutes and SPA Board photo to Liz Hallberg to post on Savio website.

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

- Finished homecoming week; it went pretty well, students had a good time. Alumni attended the game. The dance went well too, the DJ was fine, activities went smoothly.
- Quarter ends this Thursday. Grades coming out next week.
- We are setting up for teacher conferences. These will be student led, giving them some instructions to prepare, they will lead their discussions. Continue to push emphasis that this is their responsibility to help them succeed. Question from Julie – the time for the parent/teacher conferences? They will be about 8 minutes each.
- Currently working with leadership for speakers to come in and speak to the students about relationships, anti-bullying, drugs, alcohol, and about once a quarter. More details to follow.
- Next few weeks celebrating Hispanic heritage month, donations to help for domestic abuse, collect items, school supplies/toiletries.
- November celebrating vocations and no shave November. The students will run events, good leadership forum.

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

- Mentioned in August they were working on the strategic plan in the summer; things that cost money and we have to plan for, the annual goals written for 2016/2017. There are seven areas they work on, finance, government, etc. The Board has the plan now, and it should be posted in November. Please look at this when provided.
- Those that are driving south on Neenah can see a nice view of Savio. They did some clean-up to make the view nicer and plan on keeping the space cleaned up. No new info for the extension on Neenah, still working on extension.
- Update for capital campaign will be shared in the coming weeks.

**Communications:** Ms. Cristina Almanza

- Has been a very busy month, working on grant to be submitted this week to the Kennedy Foundation for Savio for tuition assistance. Keeping eyes open to find more foundations to ask for tuition assistance.
- Alumni tailgate at the game Friday, thank you to the Morgan family catering company that brought food and helping with food. About 10 stopped by, about 30 RSVP'd and about 40 were at the game.
- Utilized for the first time, the Facebook advertisement; to bring the parents in to let their students know about alumni event.



- Working on the quarterly alumni newsletter, selected an alumni spotlight for the next one. Strategy about spotlight will vary per person that is highlighted.
- Having a water station at a St. Helen event, their walk/run for their school. She'll have marketing cards, banners, etc. Have the new marketing photo for the year.

**Development:** Ms. Alpa Brannam

- All the class Socials are done!
- For the BTN, senior class is in first place with freshman class next. One of our Board Members Mr. Suva was at homecoming game handing out stickers for those that had made a donation.
- The September phone a thon went well. The next one is on October 27<sup>th</sup> at Savio.

**SPA President:** Julie Zimmerman

- Great job with our school year so far! Committee Chairs & Class Reps have been busy – thank you for staying on top of everything, all your hard work during a really busy beginning of the school year.
- Savio Open House – Oct.30 from 1-3 pm, and we need you! See the Sign Up Genius.
- Middle School Night TBD.
- Prom – Last year we had impaired driving speaker. This year will have something similar, more student centered. Gina asked if we needed someone as she knows an official speaker with MADD. Julie and Gina will discuss further. Let Julie know if you have any other contacts.
- Succession planning for next year, talking up SPA for next year, last meeting had 3 guests, get some more people interested in SPA.

**Treasurer:** Joanie Butler – Not present - Julie –Received updated budget, make sure you get your receipts in so Joanie can stay up to date and keeping our budget on track.

**Historian:** Gina Barone

So many events have occurred so please provide your event information asap so she can keep everything updated. This is so critical for changing of the guard for next year.

**Committee Updates & Upcoming Events**

- Closet Keeper – Marguerite Hudson – doing good, restocked 2 weeks ago, should have plenty thru Christmas. For the socials, did anyone use the yard signs, use at the open house, fresh/soph used them.
- Social Committee – Jayne Saucedo: Principal Coffee – last coffee pretty well attended, lots of questions, one thing asked have parents matched up with veteran parent. Kimberly – Julie and I met with Holly Bologna before school started to discuss this. She is working on setting this up so more info to come. Next coffee is tomorrow, informal program.
- Spirituality Committee – Lisa Salas – invited this committee to come to mass after coffee; Tuesday, rosary; 10-12 active participants, sign-ups for linens, rosary, helping with mass; one grandparent helping, and some are new to the group.
- Teacher Appreciation – Marguerite Hudson: Boxed lunches during teacher conferences on 10/27 & Oct. birthday treats being delivered this week. Has a parent doing the birthday treats, trying to reach out to parents that signed up to volunteer.
- Volunteer Committee – Megan DiTeresa: Volunteers & Sign Up Genius – couple of sign-ups that will be created.

**Class Reps**

- Freshman – Class Social, First Class Breakfast Oct. 25 – Michelle – had a great time at freshman social, about 15-20 parents. Will have breakfast sign-ups, Jayne uses Guadalajara for breakfast tacos, \$1 each, 3 for \$2.99. Marguerite – If you bring tax ID info and cover letter early, Einstein bagels on 1431, will donate bagels.
- Sophomore – Class Social, Breakfast is Nov. 10 – Julie for Lara, social was on a really rainy day, but, it was well attended.
- Junior – Class Social, Retreat, Class Breakfast – Jayne 9/29 class breakfast had about 60 students, social we had about 24 parents. Retreat - thank you Terri for helping. Jayne – budget, went about

\$25 over budget for the extra helpers, 42 students, bought 65 lunches, including adults, senior helpers, 22 extra people; consider next year's budget to allow for the adults and senior helpers.

- Senior – Class Social, Retreat Oct. 18-19 – Social went well, retreat – following Marguerite to help, they are handling all the food. Packing up personal items (their bags, pillows sleeping bags, etc.) and snacks, we are providing breakfast; rest is done by Eagle Wings, budget okay. Marguerite, Eagle's Wings likes handling their own food. Saving us about \$3000 to have there. Julie very future thinking – November and December – K cup drive, start on 11/14 – restock the teacher's morning beverages; December – Cash Drive – divided among staff and faculty, last year \$100 each and \$20 at end of year. Will do Amazon Gift cards – and Smiles so Savio will get credit.

#### **Items for Discussion**

- Lisa – No mass next week due to PSAT and Senior Retreat on 10/18 and 10/19.

**Next Meeting:** November 8, 2016 at St. Vincent de Paul portable at 8:30 AM

Opening Prayer: Lisa Salas

Closing Prayer: Jayne Saucedo

**Closing Prayer:** Lisa Salas



## SPA Meeting Minutes

November 8, 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:** ~~Lisa Salas~~ – Kimberly Juarez

**Approval of the Minutes:** October 11, 2016

Gina Barone motioned to approve the minutes from October 11, 2016. Jayne Saucedo seconded the motion. The motion passed. (Meeting minutes approved at our January 10, 2017 meeting. Kimberly will forward to Liz Hallberg to upload to Savio website, SPA section.)

**Principal's Update:** Mr. Morgan Daniels – Attached are the updates read by Julie Zimmerman for Mr. Daniels as he is in China with Mrs. Bologna.

Freshmen – Junior PSAT was on October 19<sup>th</sup> and will receive the results in January. About 30 seniors attending the Focus Seek conference in January. Mrs. Robbins showcasing the Art for Saints, hanging in the Commons area. There are 166 high honors and 76 honors for the first grading period. First student conferences went well. About 75 Freshmen for their breakfast. Barnes and Noble book fair this Saturday, 1-3, volunteers needed. First Athletic department monthly newsletter emailed. Celebrating Catholic Schools (CCS) Gala will be on January 28<sup>th</sup>; Savio honoring Eric Boyce.

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

Strategic plan on website and on Eagle Weekly; consider our primary areas of focus, goals for this school year. Capital campaign for Holy Family has gone public and the packets will be mailed to the general public in the next week. Phase two for this is construction, building a long building for administration, library, several classrooms, two music rooms. Possibility for adding outdoor amphitheater, could share with Savio, the space was designated for cafeteria spot, but really not able to raise funds for just that one bldg. Multi-purpose covered building; may have funds for just this area. Adding classes as needed, three classes in each grade level. Question by Julie – will any parking areas be removed? No - Matt DiTeresa helping with campaign, new board member for Savio and who is a good fundraiser. Evaluating positions for finance persons to be board members.

**Communications:** Ms. Cristina Almanza

Working on Holy Family centennial and alumni outreach. Grant update – submitted for a Kennedy grant, now we have some grants available from the diocese; to use for small projects needed for classrooms. If a teacher needs to enhance their classroom; application completed and submit to her by Thanksgiving for review. Advertisement - helped with open house, took photos of the prospective students, some with our Eagle Mascot and Holly will print out each photo for each family. Next year, will make a photo area that is more Savio oriented. Right now, an ad is running for Lady of Guadalupe, St. Margaret Mary parish, morning of events, mass and reception, Mrs. Pojman is getting students in uniforms to process in morning mass; getting the word out: December 3<sup>rd</sup> Running ad for Veteran's day with Spirit FM 105.9, Savio and Holy Family students reading a poem. Will post on Facebook and website. Renewed for Austin Chamber directory, continuing to be present for different events for Savio. Shifting attention for potential video, still in planning stages.

**Development:** Ms. Alpa Brannam

Annual appeal is at 73% of our goal, senior class is still leading. Phone a thon went well. Hope to surpass like last year. Grandparents Day: November 18<sup>th</sup> shared mass with Holy Family and reception afterwards. Families may visit campus from 1-2pm and there will be shuttles.

**SPA President:** Julie Zimmerman

Group photo was taken and Cristina will put on our Savio website.

Kimberly – New deadline for the SPA Eagle Weekly. She will email everyone on Sunday (instead of Monday) and information will need to be emailed to her by Tuesday 10am. She will need to submit to Evie in the office by Wednesday 10am. There will be no late submissions due to the new deadline.

Month of October events and activities - Good job keeping everything going.

**Treasurer:** Joanie Butler – Update provided by Julie Zimmerman

Only comment is that the junior retreat came in over budget. Jayne – numbers were more than what we anticipated, but she has that she is only about \$30 over budget. She will get with Joanie as it appears the junior breakfast is in the retreat line item so this needs to be adjusted.

Senior retreat on budget.

Make sure everyone submits all receipts.

**Historian:** Gina Barone

Please send in your event reports so we can maintain a record of events and if any changes need to be made for the next year. Freshmen breakfast - need to increase food/tacos.

**Committee Updates & Upcoming Events**

- Closet Keeper – Marguerite Hudson – closet is good, being used as needed, restocked in January and coffee is locked up.
- Social Committee – Jayne Saucedo - recent events & December 1<sup>st</sup> Coffee – number 3, please attend. November principal coffee – good discussion, maybe Mr. Daniels will put something out about the standards grading policy to educate parents.
- Spirituality Committee – Lisa Salas - Rosary people are meeting on Tuesdays, faithful group of women, working and desires to work together for students, families and faculty. Prayer support is appreciated. Adorations past Friday, mass at 7:30am and sign up tab for spirituality working well. Tuesday - All Saints Day with large crowd at mass; lots of parents, had enough people for mass clean up. Eagle Weekly – put some things in - pray for the rosary; what would we like to see in the Eagle Weekly. Promoting the faith, devotions, Lady of Guadalupe coming in December. Gloria – there is a website, novenas.com that you can sign up to pray for certain subjects, and it will remind you by email. Julie - like the idea of providing a link. Asked Dr. Wagner – like the idea of the link too, and we could do both. Naming the category, keep spirituality heading, will ask Cristina or Evie to see what the families are looking/reading on the Eagle Weekly; what is interesting or what is not being read.
- Teacher Appreciation – Marguerite Hudson - recent events & K-Cup Drive, Christmas Cash – A parent reached out to take care of October teacher birthdays, worked nicely and helped. The grab and go lunches for teacher conferences from Potbelly's did well and on budget; stayed within our budget. Three new volunteers helped set up and clean. Had a lot of desserts and treats more than normal. Freshmen parents, continue to encourage and help new families feel welcome. Several comments they have not always had that welcoming. As we move forward, welcome all parents that volunteer or are new. K Cup drive will start next week. Julie asked her to provide info for December Cash Drive – last year did well; donated money, purchased gift cards; \$100 for each staff member last year. We had money that was donated after the due date and we were able to give a \$25 gift card to each staff member at end of the school year. This will begin December 1<sup>st</sup> through December 8<sup>th</sup>. This year Amazon gift cards, going through the Smile program and will include our bus/van drivers. Teacher staff meal on December 13<sup>th</sup>. Any donations received after December 13<sup>th</sup>, we will again save for the end of the school year. Will need the description to put in the November 27<sup>th</sup> Eagle Weekly. She will get this to Julie and Kimberly soon. Any amount will work; evenly distributed and evenly appreciated for everyone.
- Volunteer Committee – Megan DiTeresa – Discussed Barnes and Noble Book Fair for Saturday and Kimberly suggested she may need volunteers. Megan will get with Ms. Powell. Julie – does sign up

genius allow listing of items needed say for class breakfasts? Yes, you can list items needed – fruit, donuts and kolaches. Marguerite again suggested we reach out to Einstein Bagels; a way for free food so all class reps would need to get a letter to them about 1-2 weeks prior to your event. Julie – new parent night in the fall, lots of parents signed up; we need to keep them interested. Marguerite emailed her sign ups and thanked them for their interest. We need to reach out to the new parents and keep in contact. Julie - Friendly reminder for us to reach out again for another event or something coming up to encourage participation. Michelle - How do you get in touch with them? Gloria – god mother of student wants to get involved but not on school email; will send to Megan to add. Julie – friendly note in Eagle Weekly, would like to get involved so will send to Megan to add to email list. Dr. Wagner – EIM with all volunteers? If anyone comes into school, they have to be EIM certified. Marguerite – will need to make sure if they are EIM certified, in the presence of children; safest to put as a phrase right above sign up sheet; EIM is required, click on link and send straight to Barbie who will verify. Julie and Megan will create a friendly notation for sign up genius. Dr. Wagner – try to get your volunteers from the list of EIM certified. This note is at the bottom of the Eagle Weekly. Megan will be our SPA contact to coordinate with Barbie.

- Class Reps
  - Freshman – recent events – Michelle – great turnout for the freshmen breakfast; class is larger than when school started, at 107; about 75 were there. Very respectful, very hungry, breakfast tacos from Guadalajara, over budget by 25 cents. Next breakfast will add more items for parents to bring, ordered 125 tacos. Freshman parent social, spent zero as everything was donated; had small water bottles left over from social and used for their class breakfast.
  - Sophomore – Class Social, Breakfast is Nov. 10
  - Junior – recent events – Junior breakfast in March and street retreat in April
  - Senior – recent events – Marguerite – senior retreat went really well; used their caterer at the center, stayed on budget; great meals, only meal SPA provided was breakfast tacos. Next year consider changing the wording on bringing snacks and fruit: Marguerite sent feedback to Mrs. Heyl, Mrs. Artz and Mr. Ochoa. Gloria – there was some confusion on family letters; her daughter’s letters were in another boy’s letters. Gloria will ask Mrs. Heyl. Thank you Marguerite for all your help.

### **Items for Discussion**

None.

**Next Meeting:** Tuesday, December 13, 2016 at St. Vincent de Paul [portable 1](#), at 8:30 AM

Opening Prayer: Megan DiTeresa

Closing Prayer: Gloria Lenis

**Closing Prayer:** Jayne Saucedo



## SPA Meeting Minutes

December 13, 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:** Megan DiTeresa

**Approval of the Minutes:** November 8, 2016

Due to lack of quorum, November minutes will be approved at the January 2017 board meeting. (Meeting minutes approved at our January 10, 2017 meeting. Kimberly will forward to Liz Hallberg to upload to Savio website, SPA section.)

**Principal's Update:** Mr. Morgan Daniels – See attached document.

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

Activity on Neenah has picked up; Deacon/Attorney Ron reviewed assessment for front of SVP church and Holy Family and signed documents. Sometime after Christmas the changes will begin; easement could take a year. Widening of Neenah, from Holy Family down towards Parmer, two lanes both directions. Holy Family is clearing a play spot behind charity building which will be done over Christmas. This is in preparation for the new building. Hosted Christmas brunch Sunday for those that contributed to Fund a Need; gap and above. Had about 18 families out of 35 families who were invited. Nice way to thank them. Dr. Wagner suggested us to attend the CCS Gala on January 28<sup>th</sup>; good time, quick event and Savio Parent Pete Allman being honored for Holy Family. Working on two new board members, more info forthcoming.

**Communications:** Ms. Cristina Almanza

Holy Family alumni, getting centennial together. Savio will have an ad in the Austin Monthly in January; continuing to run renewals for church bulletins; 12 total. Catholic Spirit running ad for Catholic Schools Week in January. Ready for Catholic Schools Week, initiatives for the parishes; tasks for next month; promote at parishes. Advancing our mission grants turned in this week; 3 teachers participated this year, requesting for specific programs or classrooms; maybe hear by spring.

**Development:** Ms. Alpa Brannam – not present

**SPA President:** Julie Zimmerman

January is almost here. We need to start thinking of who will continue in your position, or which friends might be interested in SPA. Start thinking about St. John Bosco award, service to Savio, any individuals, faculty, staff, or parents that have served our school.

**Treasurer:** Joanie Butler – not present

Attached budget – look on your line items, make sure things are looking right; get with Joanie if something doesn't look right or upcoming events. Staying on budget. If you need reimbursement, take a picture of receipt(s) with description and text or email to Joanie. She will request reimbursement.

**Historian:** Gina Barone

Nothing to report at this time, please send her any SPA event forms summaries you have.

### **Committee Updates & Upcoming Events**

- Closet Keeper – Marguerite Hudson – checked stock and we are good; training freshman mother, Catherine Dietrich.

- Social Committee – Jayne Saucedo: Principal Coffee was Dec. 1<sup>st</sup>. Next Coffee is Jan. 24<sup>th</sup>. Topic of conversation was graduation; venue of ceremony. Next coffee may be speaker about international students.
- Spirituality Committee – Lisa Salas: Imago Christi Day Feb. 2<sup>nd</sup>  
Spring Semester Mass and Adoration Dates have been forwarded to Megan. She will be updating the Spirituality Tab soon. Imago Christi Day is in the works. More information will be passed on as it becomes available from the Theology Department.
- Teacher Appreciation – Marguerite Hudson: K-Cup Drive, Christmas Cash, Teacher Lunch  
K-Cup went really well, lots of selections, about same as last year. Cash closed on Friday; as of this morning total was \$6980 with each staff member receiving a \$100 Amazon Gift Card. Remainder of money given to the staff at end of year. Morgan family supplying food for today's luncheon: lasagna, tea, huge cake from RR donuts, eating at 1pm with set up at 11am. Mr. Daniels will give out gift cards at lunch.
- Volunteer Committee – Megan DiTeresa  
EIM certification info blurb was added in all of the Sign Up Genius tabs. List of volunteers that had signed up, was sent to Barbie to check making sure they are certified. Monitoring as new people sign up. Marguerite suggested we send an email before sign up to make sure they are current, especially for grad night. Volunteers – we can put a reminder in eagle weekly – Megan will write and forward to Kimberly. Terri – seniors who are 18 also need to take EIM to be certified.
- Class Reps  
Freshman – Michelle – next freshman breakfast February 16<sup>th</sup>, currently winning Fund a Need.  
Sophomore – Breakfast #1, was Nov. 10; Breakfast #2 is January 12th  
Junior – not present  
Senior – nothing to report

### **Items for Discussion**

Eagle Weekly – this Sunday last one for the holidays.

Julie – Asked Mr. Daniels about the cap and gown fitting scheduled while 34 students are at SEEK.

Julie – anti-bullying presentation scheduled – outside speakers; one for girls one for boys; assembly with faculty; middle school from Holy Family; goal is to provide a workshop to help kids identify concerns that arise normally for their age; coaching, follow up with things on school side; house council working in tandem? Will be ready to help middle to end of January.

**Next Meeting:** January 10, 2017 at St. Vincent de Paul portable 1 at 8:30 AM

Opening Prayer: Kimberly Juarez

Closing Prayer: Terri Alman

**Closing Prayer:** Gloria Lenis – read by Julie

## **Principal's Report to the Savio Parent Association December 2016**

Dear SPA representatives,

I am sorry I am unable to join you at your meeting today. We are conducting semester exams this morning. Thank you for organizing the Christmas Cash for Staff project and for the staff appreciation lunch today!

Here are a few updates and important topics coming up in the next month.

- 1) 34 Savio seniors plan to attend the upcoming FOCUS SEEK Conference in San Antonio in January 2017.
- 2) The Senior class won the Penny Wars contest and has earned a free dress day in July.
- 3) The Honoring Catholic Schools Dinner is on Saturday, January 28<sup>th</sup>. Cardinal Dolan will be the featured speaker. Savio's honoree this year is Eric Boyce, who has served as chair of the advisory board for 4 years. Tables can be purchased through the Diocese website.
- 4) College acceptances have been steadily pouring in. Mrs. Glava will be posting acceptances on a wall in the school to celebrate the achievements of our seniors.
- 5) The Tim Team is busy planning Catholic Schools Week, which begins on January 30<sup>th</sup>. We will definitely need assistance with volunteers for Imago Christi Day on February 2<sup>nd</sup>.
- 6) We will be hosting 2 speakers on January 27<sup>th</sup> to conduct anti-bullying activities with our young men and women. We are coordinating this endeavor with the Holy Family administration as well. The girls will be at Savio to participate in a Sister Soldier assembly and the boys will go to Holy Family to hear a presentation from Diocesan approved counselors.
- 7) College advising will be hosting an "Admissions Simulation" night in February to provide junior parents and students with the opportunity to get a behind-the-scenes look at how the college admissions process works.
- 8) The Robotics team will be hosting a 28 school tournament on January 7<sup>th</sup> in the Savio gym.

Blessings,

Mr. Daniels





## SPA Meeting Minutes

January 10, 2017

<b>Terri Allman</b>	Ms. Cristina Almanza	<b>Gina Barone</b>	<b>Ms. Alpa Brannam</b>
Joanie Butler	Roberta Buchanan	<b>Michelle Callas</b>	<b>Mr. Morgan Daniels</b>
<b>Megan DiTeresa</b>	<b>Marguerite Hudson</b>	<b>Kimberly Juarez</b>	<b>Gloria Lenis</b>
Lara Morgan	Jayne Saucedo	<b>Lisa Salas</b>	Dr. Joan Wagner
<b>Julie Zimmerman</b>	<b>Guests Jennifer Leasure and Crystal Dietrich</b>		

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**Opening Prayer:** Kimberly Juarez

**Approval of the Minutes:** November 8, 2016 & December 13, 2016 – emailed to Liz H. Michelle Callas motioned to approve the minutes from our November 8, 2016 meeting. Gina Barone seconded the motion. The motion passed.

Terri Allman motioned to approve the minutes from our December 13, 2016 meeting. Gloria Lenis seconded the motion. The motion passed.

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

- Just got back for second semester, we are busy in college advising, juniors will be visited this week getting ready for the process, Mrs. Glava preparing couple of events for juniors or all families, speak about admissions night, bring in admissions advisors to show the admissions process. Dr. Kohutek will give a report to all students from the results of their PSAT testing; informative, give you an overview of how the student did, and suggestions on how they could improve, share with the teachers what to pay attention to in the subject areas.
- Robotics first tournament, went well on Saturday, over 400 people, over 28 schools brought teams, the gym transformed into robotics; all day event.
- Over 30 seniors went to SEEK last week in San Antonio; will be presenting to student body soon, feedback was great. Will discuss how it went and what we want to do next time. Targeted at college students, not that many high schools that attend.
- Imago Cristi Day – Mrs. Cohen coordinating and may need a few extra chaperones to accompany groups. Will be talking to Lisa Salas soon.
- Middle of sports season now with winter sports; swimming will be at district meet tomorrow, busy time on campus. Question from Julie – any update on anti-bullying speakers; Sister Soldier for girls, Diocesan speaker for boys, scheduled for January 27th. Comment from Crystal - listening to Catholic radio – thought SEEK was great for the Seniors to help them follow their faith through to college. Comment from Gloria – thought the students learned a lot from SEEK, a lot of good feedback.

**President's Update:** Dr. Joan Wagner – not present

**Communications:** Ms. Cristina Almanza

Julie read the following email:

Hi everyone, I was not able to be in attendance for today's meeting because I am away at a conference for the remainder of the week.

- We are getting ready for Catholic Schools week January 29<sup>th</sup> – February 4<sup>th</sup>. The Parish Liaisons are contacting their fellow parishioners to coordinate Savio volunteers after Masses the weekend

of January 28-29 or February 4-5. If you are a parishioner to one of our 12 parishes that we have a parish liaison assigned, you will receive a request to help at your church. Thank you for your assistance and support of our community.

- The Catholic School's week dinner is approaching in a few weeks on Saturday, January 28<sup>th</sup>. All of us in the Development office invite you to attend, and support our honoree, Eric Boyce (Alpa has the invitations).
- We were awarded grant funding from the Scanlan foundation for more video equipment. Ms. Cohen's class is currently deciding which specific equipment they need to use the grant funds.
- An Austin Monthly ad is running this month, in the January issue.
- We ran a Facebook Ad using one of our Mission videos during the Christmas break for an increase in brand awareness. The ad directed any clicks on the ad to our admission page on our website.
- Look for our Ad in the Catholic Spirit this month for Celebrating Catholic Schools week.

**Development:** Ms. Alpa Brannam

- We met goal for our Build the Nest of \$175,000, we are at \$206,000+. Thank you to all that donated helped with the class parties and helped as a class coordinator.
- Our Soiree will be on April 22<sup>nd</sup>, starting to plan, will be at Reunion Ranch.

**SPA Chairman:** Julie Zimmerman - December events; Nominations for St. John Bosco Service Award & 2017-18 SPA Board & Committee Chairs

- Thank you everyone for hard work in December, teacher appreciation, a lot happening, commitment getting a lot of things done at our school.
- Begin thinking about St. John Bosco Service Award, seeking new folks for the SPA Board, talking up the board at events, fine arts, sporting events, encourage participation, getting folks in the process for next year. Question from Jennifer – How many Senior parents are on SPA Board? Senior Parents who will not be at the school next year currently hold the following officer positions: Chairman, Vice Chairman, Secretary, and Treasurer. Will need one of us to chair the John Bosco Award and process, coordinate with volunteer appreciation mass in May, getting a plaque, mass, one person job, let Julie know if you are interested, and if you'd like to be involved with the process of nominations.

**Treasurer:** Joanie Butler – not present  
Waiting on updated budget from office and will email.

**Historian:** Gina Barone  
No event summaries sent so will need everyone to send in your event summaries.

### **Committee Updates & Upcoming Events**

- Closet Keeper – Marguerite Hudson – Checked before Christmas and everything is stocked, ready for Sophomore breakfast Thursday. International food day is in April.
- Social Committee – Jayne Saucedo: Principal Coffee Jan. 24<sup>th</sup> topic will be Intl Students – Jayne stepping down from her duties temporarily. More info to follow.
- Spirituality Committee – Lisa Salas: Imago Christi Day Feb. 2<sup>nd</sup> Mrs. Cohen reached out last Thursday, number of houses is 12, each house divided into two places of service, will need adult volunteers,

students leave in the morning transported by buses, students and return in afternoon. Will let Megan know for sign up genius. Service day, all students go out into the communities, serve in various programs, alongside with their community; this is during Catholic Schools Week, Thursday, leave campus, bring their own lunches, SPA provides bottled water and snack on the way back, returning about 1pm. Last year came back to campus and saw slide show about all the service that was done; SPA board members bring an extra lunch in case kids forget.

- Mass tomorrow – thank you Megan for updating sign up genius. Upcoming events – Junior Ring Blessing at Mass and last Senior Mass, and Savio Feast Mass.
- Teacher Appreciation – Marguerite Hudson - Will celebrate staff birthdays on January 17<sup>th</sup>, and will have a soup lunch in February and will be in budget.
- Volunteer Committee – Megan DiTeresa – Before the break, went through expiring list of EIM certifications – not too many. Comment from Julie – have list of parents that signed up at Back to School night and she will now reach out to them to reacquaint and welcome volunteers back in, new year, re-energize our volunteer base. Thank you for helping in 2016.

#### Class Reps

- Freshman - Class Breakfast #2 is February 16 – Michelle – currently have 105 students – Julie asked about SPA providing breakfast tacos as sophomore put breakfast tacos on the sign up genius – Megan, no one signs up for tacos – Gina – maybe kolaches, but no one signs up either; Marguerite asked if using Guadalajara for the tacos and yes. Mr. Daniels – talk about budget for next year, easiest way would be to increase budget to buy more tacos. Julie thought we were phasing out of providing tacos to increase more student driven donations? Lisa suggested we check budget for any access and readjust budget – Comment from Michelle – Mrs. Glava sent a great email about not too early to think about college. And class baskets for Soiree? Still pre-planning, will wait until after Spring Break and will talk at our next meeting.
- Sophomore – Class Breakfast #2 is January 12 – 1/11 - Added the following from Jill Spink  
Not many kids were eating the pastries or fruits, this is my fourth time to do this class breakfast so I put tacos on the sign up to see if anyone would bring them. Had enough budgeted to buy \$75 of tacos last year and kept for this year. Tacos are always the first thing to go, so increased the option to bring tacos. Also added plates/napkins/cups to the sign up, sometimes parents might need something easy to contribute with their busy schedules and multiple children. Not sure if someone signed up to bring tacos in the fall, but they brought them and we bought some.... and they still were all gone, as well as the donuts. So I think this is working well for this group of kids, at least this year. Students said that they didn't know about the first breakfast, so hoping an announcement was made and don't know if parents are reading the Eagle weekly.
  - Junior Retreat in April
  - Senior – April breakfast – will start working on grad night, May 26<sup>th</sup>, (not SPA related), Senior parent driven, Senior Project night is April 19<sup>th</sup> probably at St. Thomas Moore, will talk with Mrs. Heyl.

#### **Items for Discussion**

None – 1/11 Added the following received from Jayne Saucedo

Jill Spink advised our Guadalajara Taco place has increased their taco prices for 2017! Used to sell for 3 tacos for \$2.99, and now they are 3 tacos for \$3.99. A dollar increase while isn't terribly huge, when you are ordering in big quantities it does add up. We may have to rethink the tacos for next year's budget.

**Next Meeting:** February 14, 2017 at St. Vincent de Paul portable 1 at 8:30 AM

Opening Prayer: Megan DiTeresa  
Closing Prayer: Gina Barone

**Closing Prayer:** Terri Allman



## SPA Meeting Minutes

February 14, 2017

Terri Allman	<b>Cristina Almanza</b>	Gina Barone	<b>Ms. Alpa Brannam</b>
Joanie Butler	Roberta Buchanan	<b>Michelle Callas</b>	<b>Mr. Morgan Daniels</b>
<b>Megan DiTeresa</b>	Marguerite Hudson	<b>Kimberly Juarez</b>	<b>Gloria Lenis</b>
Lara Morgan	Jayne Saucedo	Lisa Salas	Dr. Joan Wagner
<b>Julie Zimmerman</b>	<b>Guest Crystal Dietrich</b>		

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**Opening Prayer:** Megan DiTeresa

**Approval of the Minutes:** January 10, 2017

Due to lack of quorum, January minutes will be approved at the March 2017 board meeting.

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

- Progress reports were sent last week. Process of moving forward for scheduling for next year, course guide out early March, there will be a time period to meet with teachers. All the PSAT results have been distributed, students should have brought home two page summary of their results and tips. Dr. Kohutek met with all of them. Julie – potential incoming parent Saturday asking do they meet with teachers or counselors to pick student's courses? The first time will be with either Mr. Daniels or Dr. Kohutek, and will meet late April to select courses.
- Had good sports news – boys and girls swimming won state! Boys basketball advanced, playing in Waco; soccer in playoffs; spring sports started.
- Started "Crush" week, purchase sodas, fundraiser by student council for prom. Had speaker yesterday, Chris Sperling - Healthy Relationships with Catholic perspective. Six students named National Merit Finalists. Did a lot of interviewing for next year's Freshmen class this past week and Saturday, well over 100 applicants, decision process, and will notify end of April.
- Next year's calendar approved, will have on website soon, next year's Christmas and New Year will have split week because of dates. Be sure to check the calendar.
- Speaking with head of house council, will do elections in April, choices for new boy and girl.
- Honors society induction on March 9th in the evening at school.
- That week is Brain Awareness week, Dr. Kohutek excited to present this, it's a national week, revolve around informing students of several things.
- Pi day is March 10th. Next week is engineering week, special for women in engineering.

**President's Update:** Dr. Joan Wagner – not present

**Communications:** Ms. Cristina Almanza

- Received 2 Advancing our Mission Grants from the Austin Diocese.
- CCS (Celebrating Catholic Schools) week was success, parish presence.
- Imago Christi was amazing; the work being done was amazing, having our students there to help.
- We have Austin Monthly ad for this month, it is the fourth for the school year, looking at renewing.
- We will participate in a Private School Fair – first of its kind, excited for the opportunity, held at Great Hills Baptist Church, all kinds of private schools of all faiths will be present. Cuts for Cancer, KXAN will be there, no details yet.
- Preparing alumni newsletter, getting in a lot of alumni stories, more to participate, continue this and see how this goes, accomplishments, etc. Julie – there was a telethon last year, Austin something all sorts of non-profits - Amplify. Are we participating? Not this year, was not profitable last year. Will explore for next year.

**Development:** Ms. Alpa Brannam

- Working on Soiree, will be at Reunion Ranch, April 22nd, will see in Eagle Weekly soon. Will work with class reps hands on, meet soon, notes will be provided for class baskets. We won't do anything until after spring break.
- Build the Nest goal \$175k, exceeded our goal, almost at \$200k. Four class chairs worked well this year.

**SPA Chair:** Julie Zimmerman - Nominations for St. John Bosco Service Award & 2017-18

SPA Board & Committee Chairs; Admissions Reception March 8; Last day of school events - need coordinator; Graduation coordinator: Soph. or Jr. parent

- St. John Bosco Award, parents, faculty member, service to Savio community in any capacity.
- Megan will head the committee – we need to email her ideas, present award on May 17<sup>th</sup>, need to vote at the April meeting, 4/11, if we can email her above and beyond, anonymous nominations. Kimberly will email the list of the past honorees.
- SPA Board Nominations opens on 2/19 to March 21<sup>st</sup> – nominations open (for boosters too), we would encourage new members to come together. Megan accepted to be nominated for Chair, Crystal Dietrich accepted for closet keeper (appointed by next SPA Chair), Jennifer Leasure for Secretary.
- Need Treasurer, Historian, Vice Chair and 4 class reps for the board; checked bi-laws. Holly gives some help with incoming freshmen parents, if you know any parents, please talk to represent their class; next year, sophomore open, Michelle and Roberta did a great job and will not be continuing; Gina Barone will be sophomore class rep if needed; junior parent Lara Morgan will continue; Terri Allman will continue as senior parent.
- Vice Chair position for next year – will have some more responsibility, can be development interface, need to go to development meetings, about 3-4 meetings per year, will also interface with admissions, Holly has different needs every year, interview day, new parent orientation, so will coordinate these events, last day of school, two SPA events: textbook buyback and uniform exchange, consolidated this year, same time in the gym, Vice Chair will head up.
- All other positions are appointed by Chair; haven't talked to Jill Spink or Jayne about Social; and also need Volunteer Coordinator.
- Thank you to parents for Saturday Admissions event help. Acceptance letters will go out late February and will have reception on March 8<sup>th</sup>, super casual, welcome reception, please try to attend to welcome new families.
- For this year, last day of school, 2 events uniform and textbook buyback, if there is a non-senior parent interested, please let Julie know, would like a coordinator to head up this year.
- Graduation coordinator needed – Baccalaureate mass and graduation ceremony at SVP Friday June 2<sup>nd</sup>, need sophomore or junior parent to work with Mr. Daniels, coordinating volunteers to man the doors, ticket takers, no reception this year, pretty straight forward.

**Treasurer:** Joanie Butler – not present

- Report provided, need person for treasurer for next year, basic excel, if you know she would be happy to let them start this year, she's over committed.
- Budget – great job of staying within budget, under budget, everything looks great.

**Historian:** Gina Barone – not present

- If you have any event summaries send asap.

### **Committee Updates & Upcoming Events**

- Closet Keeper – Marguerite Hudson – not present
- Social Committee – Jayne Saucedo: Principal Coffee Jan. 24<sup>th</sup> & Feb. 28 – Jill will handle 2/28 coffee.
- Spirituality Committee – Lisa Salas: Imago Christi Day Feb. 2<sup>nd</sup> volunteers on Sign Up Genius; really should be by individual requests per family, next year will be from each family/house group, will request their own parents. SPA will create Sign Up Genius only if needed.
- Teacher Appreciation – Marguerite Hudson - TODAY! – Not present

- Volunteer Committee – Megan DiTeresa – no updates
- Class Reps
  - Freshman – Michelle Callas: Class Breakfast #2 is February 16 – sign up looks great, added items since last breakfast, may go over budget just a little for tacos, might not have enough, parents offered to buy tacos, budget more for next year, price increase, 7:30-8:15am, try new place in Georgetown for bigger tacos for same price, they gave a little deal with no tax. Will see how this new place works. Julie – great note for event summaries, kids on bus, coming from sports, late arrivals, pace the food and one taco per student until everyone goes thru the line.
  - Sophomore – Lara Morgan not present - Class Breakfast #2 was January 12; Sophomore retreat is March 3 (Mrs. Ubersax meeting with Lara Morgan for retreat)
  - Junior – Jayne Saucedo not present - retreat in April, class breakfast in March
  - Senior – Terri Allman not present – Senior project night April 12<sup>th</sup>, moved from April 19<sup>th</sup>, and now at SVP. SPA usually provides 1-2 volunteers to stand at cookie/lemonade table; ask Mrs. Cohen if needed this year.

### **Items for Discussion**

- Julie – April is busy for SPA, look in calendar for upcoming events; after spring break is really busy with events. Idea came into Mr. Daniels for graduation – if church gets full, maybe having opportunity to watch closed circuit screen, AV expert needed – if you know anybody, let us know, donate services; the person filming in church, audio, Mr. Daniel will speak with Cristina and Mrs. Cohen, need volunteers to staff.
- Julie to Cristina – what about the grant just received? Are there some students that know how to do this? Cristina – service to set up link, live stream, you have to pay for the monthly service, post the link and people could view; needs to be live. Julie – is there a film class, a lot of other schools have departments, but we don't have. Megan – may know someone.

**Next Meeting:** March 21, 2017 at St. Vincent de Paul portable at 8:30 AM

Opening Prayer: Gloria Lenis

Closing Prayer: Kimberly Juarez

**Closing Prayer:** Gina Barone – not present – Julie



## SPA Meeting Minutes March 21, 2017

<b>Terri Allman</b>	<b>Ms. Cristina Almanza</b>	<b>Gina Barone</b>	Ms. Alpa Brannam
Roberta Buchanan	<b>Michelle Callas</b>	<b>Mr. Morgan Daniels</b>	<b>Megan DiTeresa</b>
<b>Marguerite Hudson</b>	<b>Kimberly Juarez</b>	Gloria Lenis	Lara Morgan
<b>Cindy Perez</b>	Jayne Saucedo	Lisa Salas	Dr. Joan Wagner
<b>Julie Zimmerman</b>	<b>Crystal Dietrich</b>		

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**Opening Prayer:** Julie Zimmerman

**Approval of the Minutes:** Gina Barone motioned to approve the minutes from January 2017. Michelle Callas seconded the motion. The motion passed.

Terri Allman motioned to approve the meeting minutes from February 2017. Kimberly Juarez seconded the motion. The motion passed.

As per the by-laws, Kimberly will forward the approved meeting minutes to Liz Hallberg to post on Savio website.

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

- This week 3rd quarter report cards will be emailed in advance of next week's Spring Teacher Conferences next week, Tuesday, March 28th, 2-7pm, sign up is live. Monitor academic progress.
- Thursday is the Junior Breakfast.
- Annual parent survey is in EW, another week to complete. Modified, aligned it to the national Catholic schools benchmark. Faith, community, academics, facilities, strategic plans and goals aligned to survey. Board reviews with administration, usually about 60-70% participate.
- Dr. Kohutek coordinating Brain Activities this week, national week to participate, little booklets in library, lots of lessons for teachers, brain quiz yesterday for all students, focusing on health, nutrition, related to brain as healthy as possible.
- Leadership positions for students for next year within their Houses, if they wanted to be nominated, let their sponsors know and put name in the ring. Students also nominated by faculty and staff for two Head Students, formal ceremony in April for new Head boy and girl, voted by each house for their leaders. Also have other positions in the house to create, example - two students serve as chaplains, taking on different roles in each of the houses.
- Wednesday is Junior college night, getting started on what they need to do, what they've been doing, new information to share with everyone, what they need to know.
- Friday is NHS second annual trivia night in the gym, canned food donations being accepted, really successful last year, great community event.
- Sent course selection sheets before spring break, looking at options for their classes for next year, they have time now to see teachers for approval, fine arts, computer, etc., in April will put them in Ren Web, due date about first week of April, schedule completed by end of May.
- Saturday, April 1st, new family orientation, and ice cream social, 10am-12pm, SPA reps attend for greeting, great first chance to say hello, give people idea on how to be active in SPA and volunteer opportunities.
- Thank you to everyone that came to the admitted family reception, 70-80 families, good chance to socialize, very successful event.
- Senior class photo Wednesday in mass uniform. Terri – asked about a senior photo be taken on Friday to be used in the Senior raffle basket for the Soiree. Will check with Mr. Daniels and will send



an email to the seniors to take photo Friday. This will be used for the senior basket for the soiree, as an auction item. She will check with Mr. Daniels about time and date.

**President's Update:** Dr. Joan Wagner – not present

**Communications:** Ms. Cristina Almanza

- Upcoming deadline for next grant is in April.
- Savio received a \$3,000 grant from the Strake foundation, for the 21<sup>st</sup> Century Multimedia and Evangelization Project. The Savio film works team, purchased equipment and using now and it's amazing.
- New Pi day video will be released on the Facebook page.
- Ran Austin Monthly ad in March from a 2016 contract
- Mrs. Bologna and I attended a Spirit 105.9 Private Schools Fair representing Holy Family and Savio, A wide range of schools were present, including north to very south Austin. Mainly Christian schools, San Juan Diego and St. Gabriel's were present; this is a good opportunity for us.
- A Cuts for Cancer story and photo made it in Austin American Statesman. The information was also sent to other PR sources like Christian News Wire.
- Involved St. William's church sponsorship for their Spring Fiesta, April 29<sup>th</sup>.
- Starting on new website, should be ready August 2017. Holy Family is next. Julie asked - will it be compatible with smart phones? Yes, content will fit within computer screen with responsive design.

**Development:** Ms. Alpa Brannam – not present

- Terri – Soiree update - working with class reps to send their emails for their class baskets. Sign up sheets for the items auctioned off at the soiree, Ms. Heaney's office will have baskets for the items in her office. Signs up around the school and invitations have been mailed.

**SPA President:** Julie Zimmerman - Welcome to Cindy Perez; Bylaw changes; March & April Events

- Welcome Cindy Perez, taking over as Treasurer and accepted the nomination for next year as Treasurer. Will meet with Danielle White (last year's Treasurer) for transition.
- Recommending some by-law changes regarding some duties of the officers, will provide details, very brief changes for the Vice Chair – right now 4 stated functions, adding 2 duties, interface with development and admissions, coordinate text book buy back and uniform exchange in spring. Under committees – section 4 - each standing committee is to submit written, amend to say shall present oral reports to executive board meeting (instead of written report expectation). Kimberly will insert when emailing the meeting minutes. Will approve at the April meeting.

**Proposed Bylaw Changes to St. Dominic Savio Catholic High School Savio Parent Association Bylaws**

Dated 21 March 2017

- Article Vi - Duties of Officers
- Add to Section 2:
  - 5. Interface with both Development and Admissions Departments; attend meetings and coordinate needs as necessary.
  - 6. Coordinate the Textbook Buyback and Uniform Exchange event in the Spring.
- Article VIII – Committees
  - Section 4 shall be amended to read:
  - Chairpersons of each standing committee shall present oral reports to the Executive Board at the monthly Executive Committee Meeting.
- March into April events – thank you so all much for attention to detail, handling all the events.

**Treasurer:** Cindy Perez

- Once she meets with Danielle White, she will send an updated budget prior to our April meeting.
- Julie – We all need to talk next meeting, get your budget numbers ready for current budget and what you've spent. Look and see how did your event go? Do you need more or less, get preliminary numbers for next month for next year's budget? Get those numbers to Cindy to review from last year's budget and get updated student numbers for next year.

**Historian:** Gina Barone

- As you are getting treasurer reports please send Gina your completed event forms. Principal's coffee is having more guests attend. Need to make sure we have the forms for next year's board.

**Committee Updates & Upcoming Events**

- Nomination Committee - Julie Zimmerman: Board Election update for 2017-18  
Emails were sent to encourage participation, nominations officially close today.
- Officers for next year:  
Chair - Megan DiTeresa  
Vice Chair – Terri Allman  
Secretary - Jennifer Leasure  
Treasurer - Cindy Perez  
Historian – in discussion and open  
Freshman Class Rep – TBD - asked Holly Bologna for recommendations – acceptance letters sent before spring break  
Sophomore Reps - Co Chairs Sandra Jones and Shanna Walsh, Lisa McKenna and Connie Brown will be helping knowing only one can officially vote.  
Junior Rep - Lara Morgan  
Senior Rep - Jayne Saucedo  
Committee Chairs will be appointed by new Chair, voting via Ren Web will be open tomorrow through March 26<sup>th</sup>, separate email will go out.
- Closet Keeper – Marguerite Hudson – Everything is stocked. Crystal Dietrich will help clean and restock for next year, plenty right now for upcoming events.
- Social Committee – Jayne Saucedo: Principal Coffee Feb. 28 (Academic Boosters); April 20<sup>th</sup> last of this year – Julie – 2/28 Principal Coffee was very well attended, presented on new class offerings, scheduling, great crowd. Julie –idea came up for academic booster parents that would be interested in those issues. Next coffee is April 20<sup>th</sup>.
- Jayne will check with Holly for April 1<sup>st</sup> ice cream social needs.
- Spirituality Committee – Lisa Salas – not present: Lenten events – She will step down for next year, Julie asked if there is someone on committee to take, Julie has someone in mind, can mention at the ice cream social, making personal contacts this year which worked well this year for volunteers, personal touch huge difference.
- Teacher Appreciation – Marguerite Hudson – March 28<sup>th</sup> - Grab N Go Lunches will be in teacher's lounge, Morgan family doing sandwiches. Sign Up Genius will ask for fruit, salad and desserts.
- June 2<sup>nd</sup> at 12:30pm – Last teacher/staff luncheon for the year.
- New parent taking over is Ellen Miri from Holy Family. Will have nice folder with all the info.
- Encourage seniors to sign up to go to the senior grad night.
- Mr. Daniels suggested doing the book buyback and uniform exchange on Thursday June 1<sup>st</sup>. Will do Sign Up Genius for both events; (senior families will be busy with graduation on Friday).
- Volunteer Committee – Megan DiTeresa: Admissions events in March & April  
For class baskets, she can help with creating the Sign Up Genius if needed, just let her know what to add.

At the new parents ice cream social – will have table with tri-fold, 30 seconds to speak in the gym, introduce and new officers if you can be there, facial recognition, mingling time, ice cream time, officers/chairs stand at the table, sign-up sheet for parents interested in volunteering, be sure to use the SPA table cloths, need new badges with SPA names. Marguerite – don't buy cups, there are a ton of Styrofoam cups in closet. Julie or Terri will tell Mrs. Heyl to use for senior project night.

#### Class Reps

- Freshman - Class Breakfast February 16 – Michelle – great freshman breakfast, great turnout, went well, enough food, class SPA basket for Soiree - doing theme of the Domain, Eat Play and Shop at the Domain. Will do their own Sign Up Genius, will send email to class this week.
- Sophomore - Retreat March 3rd – Julie for Lara – all good. Soiree basket will be Austin originals, everything Austin.
- Junior - Breakfast March 23rd; Retreat April 5<sup>th</sup> & 6<sup>th</sup> - Julie for Jayne – She sent class email and this is on Sign Up Genius, second Street Retreat, asked Terri if Lara could be included on emails to be ready for next year's Street Retreats. Don't know what their class basket will be, Terri will check.
- Senior - Breakfast April 4<sup>th</sup>; Senior Project Reception April 12<sup>th</sup>, Terri will send class email early next week; she will ask Mrs. Heyl, cookies and lemonade? Soiree basket will be Off to College. Suggestion made for smaller baskets, more affordable.
- Julie – International Week, lots in April, Fine Arts, and Junior Ring Blessing.

#### Items for Discussion

None

**\*Next Meeting:** April 11, 2017 at \*Savio High School\* at 8:30 AM – new officers will attend and in May will run the meeting with the former board members present for support.

Opening Prayer: Megan

Closing Prayer: Terri

**Closing Prayer:** Kimberly Juarez



## SPA Meeting Minutes April 11, 2017

Terri Allman	Ms. Cristina Almanza	Gina Barone	Ms. Alpa Brannam
Roberta Buchanan	Michelle Callas	Mr. Morgan Daniels	Megan DiTeresa
Marguerite Hudson	Sandra Jones	Kimberly Juarez	Gloria Lenis
Lara Morgan	Cindy Perez	Jayne Saucedo	Lisa Salas
Dr. Joan Wagner	Julie Zimmerman	Jennifer Leasure	Crystal Dietrich
Andrea Ponzo	Danellie Young	Shanna Walsh	Ellen Miri
Rania Buzad	Lori Mazzurana	Sarah Antenora	Marcela Wilhite

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**Opening Prayer:** Megan DiTeresa

Introductions of current and new SPA Board Members. Congratulations and welcome to our 2017-18 SPA Board Members.

**Approval of the Minutes:** March 21, 2017

Gloria Lenis motioned to approve the meeting minutes from March 21, 2017. Michelle Callas seconded the motion. The motion passed.

As per the by-laws, Kimberly will forward the approved meeting minutes to Liz Hallberg to post on Savio website.

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

- Faculty meeting this morning, reminded staff of how busy April and May get.
- Introduced student House Council, Dmitri Winkler and Bryn Strick. Continue planning events thru the year.
- Prom coming up in a few weeks, April 29th. Julie obtained an Austin Police Officer to speak on drunk driving. Seniors will hopefully get to experience a simulation on impaired driving in the school parking lot.
- Course requests on the horizon; will remind students to review and when they come back after Easter break they will to review on line, any problems see Dr. Kohutek.
- June 1st will be the textbook buyback and uniform exchange.
- Celebrated our first state academic this year, very exciting for our school.
- Working with faculty sponsor and students, for our first electronic newspaper, The Talon, first issue in a few weeks, will have school news, events happening, and kids are very excited.
- Progress reports coming out soon for 4th quarter, reminded faculty to keep grades updated.
- AP exams start in 3 weeks, should go smoothly students will be reminded by teachers.
- Admissions for next year, thank you for joining new families at the ice cream social, really pleased and excited to start Savio, looks like about 110 incoming students, probably have a wait list, but still welcome to apply.
- Final Principals Coffee on April 20<sup>th</sup>, appreciate Mrs. Saucedo and team; topic will be 10 tips for parents.
- Finished retreat season, helping students keep focused, and working towards graduation.

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

- Area of development – communications, start of the new website, because of the need to the change of our website to design to be read on devices, better searches, etc. Should be live by August 1<sup>st</sup>, hope for before that, photographers taking lots of pictures at school.
- Continue to struggle with the color of our yellow in our logo, so we are working with the design team, bring it up to something with a little more gold, original model based on Notre Dame colors, our goal is not true to their color, our blue is good. Big project, first step to clarify website, you'll see the different colors of gold; we can't be that color in

print as it translates to a beige. Will affect SPA on the emblem on our SPA documents; will get new logo from Cristina when it is updated.

- Will have standards of how to print, we have lots of different fonts, document identity. Time for us to do this. Question - Sarah – Will website change affect use of Ren Web? No, it won't. Trying to make more things more accessible.

**Communications:** Ms. Cristina Almanza

- Grant reports being prepared, tell the story of the success of the funding, important piece.
- Updating the parish bulletins.
- Graduation supplement comes out in May or June with the Catholic Spirit.
- Getting a new website for Savio, content, photos, working with photographer to capture different highlights of the school.
- Alumni Mass – Wednesday, May 24<sup>th</sup>, will have an alumni blessing, then come to Savio library to have treats, listen to presentation from Michael Raya, talented architect in Austin. His work in his faith with his professional life, continuing their faith while pursuing a career, how to bring God into their careers. He went to Catholic school from PK through high school. Question – Julie – Are the reports to the grantors available to parents? Answer: No.

**Development:** Ms. Alpa Brannam

- Volunteer Appreciation Mass, Wednesday May 10th, – send her info on your volunteers in your committees. Question - Julie – The preliminary calendar had May 17th? The correct date is May 10th.
- Soiree – have tons of sponsors, over 200 in attendance, items coming in, really good event, thank you for all the good work.

**SPA Chair:** Julie Zimmerman - Welcome to the 2017-18 SPA Board! Motion to induct & EIM reminder; Bylaw changes; Textbook Buyback & Uniform Exchange; Closing Remarks

- Again, Welcome new SPA board. Former SPA board, motion to induct new members. Jayne Saucedo motioned to approve to induct new SPA board members. Gina Barone seconded the motion. The motion passed.
- There will be several emails sent to new board members with documents. Copies of the Operating Procedures were passed out.
- New board, meet with former chair or officer, most of former board members will pass notebook on to you, or information for you to review.
- Name tags – Gloria did last year, Gina Barone will do next year, will work with new logo, wear at all functions and events.
- EIM Certification - make sure you are up to date on your certification, new classes at SVP. Barbi Guerra, Administrator to President, monitors this, Julie or Megan will send all new board members names to verify.
- New Bylaw changes proposed at last meeting, motion to approve changes. Kimberly Juarez motioned to approve bylaw changes. Terri Allman seconded the motion. The motion passed. Julie will make the changes in the official bylaws and signatures then email a copy to everyone.
- June 1<sup>st</sup> is the book buyback and uniform exchange, 11am – 1pm, Savio gym. Office will have provided textbook list for next year. The book buyback is where you can return them thru the book company. Eagle Weekly will provide directions on buyback and uniform exchange. SPA will be running with Michelle Callas leading. Watch sign up genius to help.
- Julie closing remarks – It has been great being part of SPA and growing with students and school, getting to know wonderful women and Mr. Daniels, we all are a small part, we jump in, great with volunteering, have enjoyed it all, next year will be great too! You are going to do great!

Thank you to Julie! Everyone has done such an awesome job!

**Incoming SPA Chair:** Megan DiTeresa - Motion to appoint 2017-18 Committee Chairs

- First official duty – motion to approve the new SPA Committee Chairs. Jennifer Leasure motioned to approve the new SPA Committee Chairs. Lara Morgan seconded the motion. The motion passed.
- New board will run the next meeting, Tuesday, May 9<sup>th</sup>, the former SPA board members will be there for support.

**Treasurer:** Cindy Perez - Current Budget & 1st look at 2017-18 Budget

- Next year's budget – haven't been able to review last year's budget, will we go with same budget? Julie –As we begin to look next year's social events, anything to do with new student numbers, new student orientation etc. specific class events, we are waiting to get updated class numbers from Holly Bologna. What we did last year, will effect estimated income, \$35 SPA fee; also will be affected, current freshman class at 101, slight change for 110 students for incoming class. What are the new student numbers and how do we adjust? Michelle – obviously, our current freshman class we started with 107 and propose for next year sophomore change? Julie suggested working on your committee you chaired this year, you can make recommendations for freshman, we ran out of money here and extra here based on budget. Once we get the class numbers we can adjust those line items. What worked what didn't work for next year's budget. Based on current budget any changes, freshman budget from Michelle – communicate with Cindy and recommended changes and will need to adjusted for next year.
- Question - Julie – asked Lisa for spirituality, allocated about \$500, haven't used much this year, great conversation to have with Cindy to make any adjustment for next year's budget. Used to provide lunch for Imago Christi, but we only did snacks and waters this year, about \$300. Lisa – we haven't used any supplies, or for the Savio Feast Day in May.
- Teacher Appreciation and paper goods are good for budget.
- Cindy – if you are going to submit reimbursement request, please send to her and not Evelina, send her a scanned or picture of receipt and she will send to Evelina, and copy you on the email.
- Anything for Soiree please give to Alpa.
- Question – do we have list of vendors? Julie answered and Marguerite has her vendor list. Anything for class breakfasts, retreats, etc., please email to Julie your vendors and she will put together a document. If you have contacts add for next year let us know, and remember we are tax exempt.
- Julie – new board – Cindy will put together a reimbursement request procedures.
- Julie – Jayne allocated \$250 for a parent only social, talk to next year chairs, keep this for next year's budget?
- Get your numbers firmed up and have by next meeting.
- We might have some extra funds left from this year's budget. Asked Mr. Daniels and Dr. Wagner for ideas on how to spend remaining budget. Last year we purchased 2 water bottle refilling stations. Prior years we purchased ice machine, when we first got our new portables we purchased umbrellas for the students to use. Also, microwaves and new carts. We budget well and committee chairs work hard to stay within budget and getting donated items. Lot of great things for the school.

**Historian:** Gina Barone

- Will make name tags for new board members. Will use correct logo.
- Notebook she keeps has info for previous events, please get your last event reports in.

**Committee Updates & Upcoming Events**

- Nomination Committee - Julie Zimmerman: Process & Procedures – reach out to people that volunteered use personal contact, thanks for signing up at events; please join us for upcoming events, keep up next year, welcome, want parents to feel a place here want to help, small or big jobs, keep that communication open and involve parents, makes our school a great Savio community.
- Closet Keeper – Marguerite Hudson – renaming next year, supply coordinator, done well this year, keep stock for all your events, everything comes out of that cabinet, paper goods etc., all white napkins and plates, all match all the time, Crystal will do next year, all in the lounge, locked cabinets, each cabinet has a number that work with a key, the hinge and the lock, keys checked out at the front office ; question – sophomore asked to bring paper goods for class breakfasts ? don't need to bring to class breakfasts, on sign up genius, Julie will let Lara know to remove from

sign up genius ; checked every month ; if you use excess amount let Crystal know. Some stock in closet in computer lab; nicer events use linen table cloths. The Keurig coffee maker is used for Principal's Coffee.

- Social Committee – Jayne Saucedo: Ice Cream Social, April 1st; April 20th coffee – Junior breakfast went well, college night before, not a big turnout, new parent/family ice cream sundae bar, several helpers, junior street retreat – Mr. Cake headed and it went very well, thank you Terri Allman, good experience for them. Coffee on April 20<sup>th</sup>, Question – SPA usually takes int'l food day; entire Savio asked to bring their ethnic dish; extra credit for some classes; tons of food in the morning, set up and signed in for their credit, told to bring non prep items, good 8-10 volunteers; during lunch, Friday May 12<sup>th</sup>; all school event which SPA does, SPA should support this, Mrs. Pojman said last year staff came early and made plates early, staff is told to wait for kids to serve first; Jayne will speak with Mrs. Pojman, set up restock clean up food. Jayne will coordinate with her.
- Spirituality Committee – Lisa Salas – Marcela Wilhite, take this next year, masses to note, April 26<sup>th</sup> junior ring blessing; May 10<sup>th</sup> volunteer mass, May 24<sup>th</sup> last all school mass, alumni invited, seniors last mass. Rosary group meets Tuesday at 8:30am Becky Snyder leads this group, prayer opportunity.
- Teacher Appreciation – Marguerite Hudson - Grab N Go Lunches March 28th – hosted by Morgan family, fits into budget, doing this for 7 years and passing onto Ellen. Birthday celebrations once a month, June 2<sup>nd</sup>, final lunch of the year, (4 meals a year, one soup luncheon).
- Volunteer Committee – Megan DiTeresa – Question – Sarah – she met with Mr. Daniels last week for graduation and baccalaureate mass. There was info in the Eagle Weekly. Will need volunteer parents and students. Let her know if you are interested in helping; taking tickets, ushers, guiding guests, parking lot attendants, etc. Will talk with Holly Bologna about the student volunteers. Mass is at 6pm, graduation immediately following.
- Class Reps: Soiree Baskets
  - Freshman - Michelle – off to a good start on soiree basket, due date for basket? Need by this Friday.
  - Sophomore - Retreat March 3<sup>rd</sup> – Sarah - great time, boys made notes attached to flower; beautiful inside and out.
  - Junior - Breakfast March 23rd – Jayne ; Retreat April 5 & 6 – see above in Social Committee Report for more.
  - Senior - Breakfast April 4<sup>th</sup> - good, decent turnout, made the sign for class of 2017, commencement signs pennants, still doing as students decide on college. Class basket – still time to donate – she'll send another senior email today and class reps should too. Senior Project Reception April 12<sup>th</sup> – tomorrow night, SVP no refreshments, need volunteers for clean-up.

### **Items for Discussion**

International Food Lunch - UPDATE - Friday, May 12th. Coordinate with Ms. Pojman. Jayne offered to contact Mrs. Pojman and offer SPA's help.

**Next Meeting:** May 9, 2017 at St. Vincent de Paul Portable, at 8:30 AM upcoming board will run the meeting, old will be for support.

Opening Prayer: Jennifer Leasure

Closing Prayer: Julie Zimmerman

**Closing Prayer:** Terri Allman



## SPA Meeting Minutes May 9, 2017

<b>Terri Allman</b>	<b>Ms. Cristina Almanza</b>	Gina Barone	Ms. Alpa Brannam	Roberta Buchanan
<b>Michelle Callas</b>	<b>Mr. Morgan Daniels</b>	<b>Megan DiTeresa</b>	<b>Marguerite Hudson</b>	<b>Kimberly Juarez</b>
<b>Gloria Lenis</b>	<b>Lara Morgan</b>	<b>Cindy Perez</b>	Jayne Saucedo	<b>Lisa Salas</b>
<b>Dr. Joan Wagner</b>	<b>Julie Zimmerman</b>	<b>Jennifer Leasure</b>	<b>Crystal Dietrich</b>	Andrea Ponzo
Danellie Young	<b>Sandra Jones</b>	Shanna Walsh	<b>Ellen Miri</b>	Rania Buzad
<b>Lori Mazzurana</b>	<b>Sarah Antenora</b>	<b>Marcela Wilhite</b>		

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**Opening Prayer:** Jennifer Leasure

**Approval of the Minutes:** April 11, 2017

Jenn Leasure motioned to approve minutes, Terri Allman seconded the motion. The motion passed. As per the by-laws, Jennifer will forward the approved meeting minutes to Liz Hallberg to post on Savio website.

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

In final process of scheduling classes for students.

In 2<sup>nd</sup> week of AP exams and going well.

1<sup>st</sup> Savio Feast day went well and now have a relic of St Dominic on campus. Plan to begin a yearly procession of the relic to the chapel at the beginning of the year.

Final exam schedule will go out next week.

This week is International Week with Food Fest at lunch & salsa lessons after school on Friday.

Spring Musical next week.

Parents encouraged to take the survey regarding social media.

Congratulated our sports teams that have done well this year with several State Championships. We should have the most points Savio has ever had so far for the Henderson Cup.

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

Recognized the busy month of May with several activities.

Website Redo still in progress and should be complete in 2 months.

Updated us on the Holy Family project which will add administrative offices and outdoor pavilion which may provide space for Savio to share as well.

**Communications:** Ms. Cristina Almanza

Reviewed the events for Alumni Mass and Lunch on May 24<sup>th</sup> and Happy Hour for Class of 2012 that evening. Info will be going out to present seniors.

Discussed the Leave your Legacy campaign where you can purchase a brick. Passed out fliers.

**Development:** Ms. Alpa Brannam

Thankyou to all Class Reps for a great job with the Class Baskets.

**SPA Chair:** Megan DiTeresa

SPA donation to Grad Night: 2-\$50 gift cards will be given.

Reminder to take EIM Certification or Refresher

Need to have Transition of Roles done by end of May

Spring Musical Showcase, with lunch on Thursday.



Need volunteers to help with International Lunch on Friday, please sign up on Sign up Genius.  
Need help with Graduation Mass on June 2<sup>nd</sup>. Sarah reviewed Sign up Genius info.  
Textbook Buyback & Uniform Exchange will be in the gym On June 1<sup>st</sup>. Info will be going out in the Eagle Weekly. Also considered changing the name to Uniform Resale.

**Treasurer:** Cindy Perez

Reviewed 2017-18 Budget. Discussed increasing 9<sup>th</sup> and 10<sup>th</sup> grade class breakfast amount to \$350 each and reduce the Parent only social to \$150.

Discussed creating a Vendor list for new class reps/ suggested on a google doc.

Recommended informing Mr Ochoa about the budget for Class Retreats. Mr. Daniels will let him know.

Jenn Leasure motioned to approve budget, Cindy Perez seconded the motion. Budget was approved.

Reminded everyone to copy Cindy Perez [cindyperez99@yahoo.com](mailto:cindyperez99@yahoo.com) for all SPA expenses.

Deadline for final expense requests is May 26<sup>th</sup>. Need to close out expenses by end of June.

Mr Daniels suggested buying 3 benches for outside the gym area with remaining money in 2016-17 budget.

Terri Allman motioned to approve, Cindy Perez seconded the motion. Approved donating 3 benches with extra money.

**Historian:** Gina Barone

**Committee Updates & Upcoming Events**

Supply Coordinator – Crystal Dietrich: Officially changed the name of the position.

Reviewed her duties. Plan to buy supplies for the remainder of the events this year and will have it stocked for the beginning of the school year. Keys to unlock cabinets are stored in the office. Must check in and check out the key.

Social Committee -- Rania Buzad & Lori Mazzurana: Reviewed duties.

Spirituality Committee – Marcela Wilhite: Reviewed duties.

Teacher Appreciation – Ellen Miri – Final Teacher Appreciation Lunch 6/2. Will celebrate summer birthdays.  
Need volunteers. Plan to give gift cards to teachers as end of the year gift.

Volunteer Committee – Sarah Antenora: Discussion of SignUp Genius and will add texting option for reminders.  
Annual Renewal for SignUp Genius, Megan will verify process through Mrs. Heaney.

Class Reps – reviewed class baskets for Soiree. Jenn suggested getting the amount raised for each basket to post for families. Suggested checking with Alpa.

Freshman –Andrea Ponzio & Danellie Young

Sophomore – Sandra Jones & Shanna Walsh

Junior – Lara Morgan

Senior – Jayne Saucedo

**Items for Discussion**

Kimberly will file Bylaws.

**Next Meeting:** Will be end of July for a “Working Meeting”. Megan will email the group to schedule.

**Closing Prayer:** Julie Zimmerman