



## 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