

Minutes

Atlanta Archdiocesan School Advisory Council Meeting

June 16, 2016

7:30 a.m. – 9:00 a.m.

In Attendance: Diane Starkovich, Rebecca Hammel , Tom Burns, Brian David, Jeff Thomas, Brian Dooling, Augusto Elias, Jeff Gregor, Maureen Schumacher, Monsignor John Walsh, Brad Wilson, **Absent:** Diedra St. Julien, Lou Delfino, and Betsy San Miguel, Joe Villarreal.

- **Welcome & Opening Prayer**

Dr. Tom Burns welcomed council members to the meeting and Diane led everyone in an end of the school year prayer.

- **Approval of Agenda**

Dr. Burns asked for a motion to approve the agenda. Motion was given and seconded.

- **Approval of March, 2016 Meeting Minutes**

Dr. Burns asked for a motion to approve the minutes. Motion was given and seconded.

- **Committee Reports**

Executive – Tom Burns reported that he and Brian David assisted Brian Dooling with pre-screening council member candidates to fill the upcoming open positions.

Finance – Brad Wilson reported that all was quiet with nothing else to report at this time.

Marketing – Augusto Elias reported that the marketing team continues to work on their three major projects.

- Archdiocese Wide Research plan: Augusto reported that all the planning is done as far as aligning the vendor, questionnaire, sampling, price, and timing. The next step is to present it at the next Priest Council Meeting. Date to be determined.
- Enrollment Pilot Plan: There has been good interaction with the principals and SAC's of St. John Neumann and Our Lady of Victory. The challenges as well as the opportunities have been realized and the focus will now be on putting a tactical plan together.
- Marketing Toolkit update: Maureen Schumacher has concluded updating the marketing toolkit. Thanks to Marcos Arias and Rebecca Hammel for input and edits. The marketing toolkit will be posted to the website, the link will be shared with our school administrators during the August meeting. There will be a training session for the development directors in August.

Diane asked Rebecca to give an overview and update on the Welcome Grant Program that launched on June 1, 2016. Rebecca said that the Welcome Grants debuted in the May 12th issue of the Georgia Bulletin announcing that the application process would begin June 1st. The four schools that are offering the grants are: Our Lady of Victory, St. Peter Claver, St. John Neumann and Our Lady of Mercy High School. Each school will offer 10 grants. To date, there are 42 applicants but only about 30 of them are viable candidates. Rebecca mentioned the applications have slowed down but that she continues to check them daily. Once received, she forwards the application to the appropriate school where they contact the family to set up the admission procedures. A grant is reserved in the family's name until the admissions process is completed and the student is accepted and enrolled. If the student is not accepted, the grant becomes available to the next person in line. Diane requested Rebecca to give a breakdown of the status thus far by school. They are as follows:

- SJN – enrolled 4
- SPC – enrolled 2
- OLV – reserved 5 grants, pending testing.
- OLM – 4 are in the queue pending eligibility.

The grant for elementary schools is \$2,500 per student for the first year and \$1,500 for 2nd year. The high school grant is \$4,000 for the first year and \$2,500 for the 2nd year. These grants are only available to Catholic students because the funds are made available through the Archdiocese of Atlanta's Financial Aid. The hope is that after two years in our schools, the family will want to remain at the school.

Nominating – Brian Dooling said there are 6 openings to fill on the council with 4 individuals having terms that are expiring (Tom Burns, Brian David, Brian Dooling and Jeff Gregor) and 2 members that needed to leave the council early (Lou Delfino and Joe Villarreal). Tom Burns and Brian David assisted Brian Dooling with interviewing 10 individuals for these 6 positions. Out of those 10, 6 were qualified and willing to serve. The names and affiliation are as follows:

- Craig Wade – St. Brigid/Holy Redeemer
- Paula Brosnan – St. Jude/St. Pius X
- Brian Weick – St. Jude/St. Pius X
- Mark Uebelacker – St. Jude
- Robert Heilmann – St. Clare's Catholic Mission
- Marcos Arias – St. Jude

- **Superintendent's Report**

Diane reported that June has been a very busy month with a principals' meeting, summer institute and principals' evaluations. There are three new principals starting July 1. They are as follows:

- Blessed Trinity – Brian Marks
- Immaculate Heart of Mary – Kellie DesOrmeaux
- St. Mary's – Melissa Reder

In addition Sr. Mary Patrick has been reassigned to a school in Nashville and former principal at St. Catherine of Siena, Sr. Mary Jacinta, will return to be her replacement. St. Pius' new president, Chad Barwick, will also begin on July 1st.

Brad Wilson complimented the principal search process. Diane said the interview team always includes a member of clergy, an advisory council member and a peer principal and added that the process has worked very well in securing excellent principals. Diane went over the roles of the president vs. principal positions and a discussion followed.

Jeff Gregor asked Diane the status of Archbishop Gregory's decision on random drug testing in the high schools. Diane said that Archbishop will approve the policy under the conditions that were explained to him. The next steps are to inform the incoming council members of the proposed plan, write the policy and then present it to the entire council for approval and recommendation at the August 2016 Council Meeting. A discussion followed.

See Diane's written report for additional OCS updates.

- **Visits to the Local Advisory Council Meetings**

Maureen Schumacher visited Blessed Trinity on April 25, 2016. It was Frank Moore's last council meeting before his retirement. Maureen said that the meeting was mostly run by Frank and there was a lot of discussion on enrollment. She said there was also an interesting discussion about cash handling procedures at athletic games. One other thing that came up in the meeting was the process of selecting the new principal and how well that worked. A discussion followed regarding this process.

- **Council Self-Assessment**

Brian Dooling said this was the 3rd year the council has used this self-evaluation and thanked everyone for the 100% participation. Brian explained the ratings on his handout and said overall the responses were very positive.

Tom Burns noticed that one of the lower scoring items on the survey was council members' attendance at meetings and commented that perhaps expectations should be discussed more when recruiting new members to the council. Brian said more emphasis on this would be a good idea even though the candidates are made aware of the time commitment involved during the vetting process.

Maureen Schumacher shared that being a new member on the council and having just come off a school council she was unaware of her expectations and a little confused as to her role on the Archdiocesan Council. She suggested that a separate training for the new members of the Archdiocesan Schools Advisory Council would be very helpful to go over expectations, goals, committees etc. Jeff Thomas and Augusto also commented on their experience when they first came on board. Augusto recommended that the new member training include definition of their role and purpose of serving on this council. Brian Dooling suggested that name and committee identification might be a helpful tool at the first few meetings to assist the new members in getting familiar with everyone and the committee they represent. Other suggestions were to consider having council meetings every other month instead of quarterly and possibly offering phone-in meetings. Diane said these were all great suggestions to help with the new council members' transition.

Brad brought up the Archbishop's Education Banquet and said he would work on having a table available for the council members and their spouses. A discussion followed.

- **New Council Members**

Brian Dooling referred to his 2016 ASAC Candidate Summary and said that as a result of the interview process he believes all six of these individuals are viable candidates and are willing and able to serve. He then asked the council to approve his recommendation of these six candidates. The recommendation was approved and seconded. A discussion followed regarding committee assignment. Brian Dooling said he would get the contact information for each of the new members to Diane and let them know they will be contacted by the new Chair.

- **Election of Officers**

Brian Dooling presented his proposal for the 2016-2017 ASAC Officers as being Augusto Elias as Chair and Maureen Schumacher as Vice-Chair. The recommendation was approved and seconded.

- **New Council Members' Training**

Diane said the New Council Member Training will be more spread apart this August due to prior vacation/traveling conflicts among the new members. These training sessions will be for the new School Advisory Council members as well as the new Archdiocesan School Advisory Council members. The ASAC members will stay an additional half-hour for specific training related only to them.

- **Council Meeting Dates**

Diane said she kept the dates very close to this year's schedule but said additional dates can be added if that is decided once she meets with Augusto and Maureen. They are as follows:

August 18, 2016
November 10, 2016
January 19, 2017
March 16, 2017
June 15, 2017

These dates have been given to the Archbishop's Office so that he can plan to attend one ASAC meeting during the year. Other important dates to remember are The Schools Advisory Council In-Service which will be here at the Chancery October 15, 2016 and also the 10th Annual Archbishop's Banquet for Catholic Education which will be Saturday, January 28, 2017 at the Hilton Atlanta/Marietta Hotel and Conference Center.

- **Future Council Business**

The strategic plan and the policy writing for the Random Drug Testing in our High Schools will be the focus for future council business. Diane said she will apprise the new council members of the drug policy plan.

- **Recognition of Departing Council Members**

Diane thanked all the departing council members for their dedication and hard work. A gift was given to each.

Rebecca mentioned that Augusto is now serving on NCEA marketing committee and thanked him for his service in representing us nationally. Diane said NCEA is in transition right now and is looking for a new president.

- **Adjournment – Next Meeting Date**

Next meeting will be at the Chancery, Thursday, August 18, 2016 at 7:30a.m.

Respectfully submitted,

Debbie Wheeler
Catholic Schools Program Specialist

