



# CATHEDRAL SCHOOL

Cathedral School Advisory Council  
September 21, 2021  
5:30-7:00

## Meeting Minutes

**Attendees:** Council members Frances Virden, Jake Hanover, School Principal Amy Biggs, Tom Brenneke, Marcus Parker, Msgr. O'Connor, Jeff Selis, Andrea Molloy, Wendy Crum, Sara Vanderhoff and Veery Harper.

Council members Sarah Bracelin were absent from the meeting.

The meeting was called to order at Cathedral on 9/21/21 at 5:30 p.m. by chairperson Jake Hanover.

**I. Opening Prayer:** Msgr. O'Connor led the Council in prayer

**II. Parent Comments:** No parent comments.

**III. Minutes:** Minutes were not taken in May, no meeting minutes to approve.

**IV. Principal Report:**

- Best back to school/in-service weeks we've had. Staff came back with high morale and very motivated.
- New music teacher has been doing great.
- Run for Cathedral is on Friday, September 24th. Currently at \$29,000, the goal is \$40,000. Funds primarily go to Art program and curriculum enhancement.
- Great curriculum night over Zoom.
- Taking each event and deciding whether they are on zoom or face-to-face. Most likely Halloween parties will not have volunteers.
- A/C project finished on time before school started and was under budget. Was funded by PPP loan and through money from the State for private schools.

**V. Parent Association Report:**

- Off to a good start - room parent orientation was well attended. Teachers attended and were able to meet the new room parents.
- Back to school coffee was held under the covered area this year - it worked well and was not disruptive to the school day.
- Back to school BBQ was cancelled. Great community building event, looking to do something in May instead that brings everyone together outside.
- First PA meeting is scheduled for 9/23 under the covered area.

**VI. Chair Reports:**

- **Marketing Report:** N/A
- **Development Report:** N/A

- **Finance Report:** Staffing changes at the Parish - Msgr. has taken the opportunity to streamline, reorganize and improve financial reporting from the Parish, this includes updating software, etc. Parish is currently working on providing more up-to-date financials to the advisory board. Fundraising has surpassed its goal at over \$190k. Tuition revenue also surpassing its goal at over \$2.1m, this is attributed to increased tuition and higher enrollment.
- **Communications Report:** N/A - see Celebrate Cathedral below.

**VII.Celebrate Cathedral:** The MAC cancelled all their events, so we are no longer able to host the event there. With this and current conditions, we have decided to proceed with the event online. It was a hard decision because we know that many parents have still not had a chance to meet other new parents. There is an aspect of community socialization that cannot be accomplished online, but we feel this is the best decision for this Fall.

It is important we capitalize on the fact it is the 125th year of Cathedral. We plan to showcase more videos from parents and teachers - videos were successful. This event does not have auction items - this is simply a give. We will have auction items at April in Paris(h). There can be parties/ticketed auction items that are seasonal and do not take away from April in Paris(h). For example, if someone is comfortable hosting a ornament exchange, and there are people who are comfortable going - then we can add.

One idea for bringing a sense of community would be leveraging restaurants around the city with connections to Cathedral, and encouraging parents/families to go to these places during the span of Celebrate Cathedral, and these restaurants give back a percentage of sales. This helps support and drive people to these restaurants, while bringing the Cathedral community together and fundraising.

Corporate matching is very important and seems to be a little underutilized. Potentially many opportunities with families not being aware of the match or if their company matches.

Event will officially be November 4-7th, 2021. A nice goal would be \$125,000 which aligns with the 125th anniversary, but trying to land on a number that feels achievable. Discussion about prior year numbers and how much growth is actually reasonable.

Another fundraising opportunity could be creating a 125th anniversary commemorative item. Using the new Cathedral logo which incorporates the 125th banner - would be used on a Tervis cup or a history book.

Big areas that need immediate support are; corporate matching and how do we communicate that opportunity, reaching out to restaurants and creating the parents/teacher/student videos. A request template would be very helpful when reaching out to restaurants.

**VIII.Next Meeting/Future Business:** Next meeting is November 16th, 2021.

**IX.Adjournment:** Meeting was adjourned at 7:00pm