

**Minutes for
CSAC Meeting
September 19, 2016**

Present at the meeting: Patrick McIntosh, Laura Walcott, Mike Stovall, Matt Wells, Fr. Hebda, Rosemary DeGregorio, Jessica Blonien, Monica Williams, Jennifer Ferrara, and guest parents Molly Pollock, and Maggie Burgos.

Not present: David Pellegrini, Jane Dolcini, Monica Castillo

Meeting called to order by Laura Walcott. Opening prayer led by Fr. Hebda. August 22, 2016 meeting minutes were approved by Matt Wells and seconded by Jessica Blonien.

New CSAC Members- Welcome to the new CSAC members! Mike Stovall- Finance; Monica Castillo- Secretary; Monica Williams- Co-Chair Secretary (and CSAC Education Consultant).

Land Parktoberfest: Event is planned for October 15, 2016 at Holy Spirit from 5:00-10:00. There will be music, food, craft beer and wineries.

****All:** We are looking to make this a community event so please spread the word and encourage everyone to attend!

Family Fun Night Recap: We had a great event with an amazing group of volunteers!

It was a good, simple atmosphere.

For next event:

- work to make everyone more included. Maybe assign volunteers as greeters? Maybe use name tags?
- Have a couple of adult volunteers stationed at play ground during the event

Alcohol at Family Fun Night: Need a uniform understanding of the policy and want all to feel included.

****Matt, Jessica, Patrick:** Will contact other schools to find out about their policy on alcohol.

Next Family Fun Night is scheduled for March, along with the school talent show.

Buddy Family Recap:

All families are paired up and initial contact has been made between the families. One new family joined 3rd grade. Patrick will provide contact info and Laura will reach out.

Cultural Changes at Holy Spirit:

There is a perception that you belong or fit into the school in various layers

How can we get people to feel more included?

- Need to create more rituals (events) where people can always go and it does not cost a lot of \$\$
- Need to get information about events out in a meaningful way

Parent Guild:

Molly Pollock is going to help get the Parent Guild off the ground! Has identified committees and is planning a break out session on activities.

****Matt and Molly:** Will look into way to post meetings for all committees or event planning events to a calendar so the community is aware and can help volunteer.

- Need to thank volunteers as soon as they sign up to help with an event.
- Need to thank volunteers again after they work the event.
- Need a Web Master to help update website with dates and events.

****All:** Please let Patrick know of anyone who can volunteer to keep website up to date.

Auction Chairs: Joan Schubert and Mari Parisi are going to plan the auction this year.

- Gus and Damaris will meet with the new chairs in order to exchange information

-Also need to connect chairs with Aris as he will need extra time for his work.

-Should also look beyond the usual volunteers for those who could help with auction.

-Need succession planning for school events so exiting chairs can walk new chairs through the entire event.

-The Parent Guild can help to fill in where assistance is needed.

WASC:

-March 27, 2016 is the first day of WASC and there will be a dinner hosted in the café.

-CSAC members please plan to attend.

-March 20, 2016 CSAC meeting is canceled.

First Communion Meeting:

-Fr. Hebda, Patrick, Laura, Jessica met with Hannah O'Hearn and Patricia Scott to discuss First Communion

-Will be able to combine CFF and HSPS First Communion this year, as space allows a pew for each family this year

-Will involve students in procession, readings, and where possible in mass

-Work to build community before the actual sacrament including meetings with first and second grade parents

****Patrick and Jessica** reach out to first grade teachers about meeting dates for first grade.

Enrichment: Is going well!

-Four classes are already set for the next session (etiquette, yoga, music appreciation, drawing)

-Ideas for a sports class and language classes have been proposed but volunteers are lacking

Building Update: Mock-up from the architect should be ready in early October

-Would be helpful to have architect at next CSAC meeting when St. Ignatius parents come

-Strategic Plan will be written; need forward-looking plan that will help people invest

-Will form a Development Committee that will include:

- faculty
- Rosemary
- Mike Stovall

****Patrick** invite architect to CSAC, will include Fr. Hebda in next architect meeting, will work on Strategic Plan/forming Committee

****Monica Williams** will provide sample strategic plans

****Rosemary** will look for old HSPS strategic plans

Screenagers:

-Movie about how tech time impacts kids' development and offers solutions on how adults can empower kids to best navigate the digital world and find balance.

-HSPS could host a screening of the film for our families/community

-Could we approach a business to underwrite costs of showing the film.

-What about inviting other schools to join in a screening to reduce costs?

-Will invite CFF/parish families to join

****Patrick** will talk to cluster principals

****Jennifer** will help pull together a discussion for after the film

****Jessica and Matt** will work to set a date and to include parish community

Leadership Training Conference:

-Patrick is looking to host a training conference on how to include our students in leadership opportunities

-Perhaps we could approach the Diocese Leadership Academy to see if they would develop a program/project for the kids

Altar Server Training:

-Was this last weekend and went very well with around 100 kids responding!

The meeting was adjourned with a closing prayer.

**** Action items are indicated by a double asterisk.**