

1) Opening Prayer

- Father Gregory opened the meeting with prayer, asking for guidance of the Holy Spirit and blessings for the work being done for students, families, school, and community.
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2) Approval of Prior Minutes

- October SAC meeting minutes were presented.
 - No objections were raised; minutes were approved/adopted.
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3) Principal's Report — Mrs. Shannahan

Enrollment / Admissions

- Enrollment stable; capacity exists for 8 additional students (2 preschool, 6 elementary).
- Discover Catholic Schools Week: Nov 17–21
 - Nov 18: Invitation to attend Mass and school tour afterward
 - Nov 20: Kindergarten Round-Up at 5:30 PM

Marketing / Advertising

- Contract executed for every-other-month ads in:
 - Monument Living Magazine (4,000 distribution)
 - Palmer Lake Living Magazine (4,000 distribution)

Facilities / Projects

- Facilities work extended due to incomplete scope:
 - Flooring: plank vinyl installed during conference weekend; remaining flooring planned over Thanksgiving break (main-level squares, music/band room, hallway).
 - Roof work planned over Thanksgiving break.
 - Office flooring planned as final phase in December.
- AC unit repaired (unit near gym).

- Issue identified with new HVAC system; part on order.

Security

- Anne Marie expected to return/engage in January; donated vests for parent patrol volunteers.
- Volunteer support improvements discussed:
 - Create a short volunteer checklist (e.g., visible presence, greeting/waving to vehicles).
- Security donation received; administration evaluating:
 - Additional perimeter cameras (playground blind spot)
 - Potential lighting and other previously suggested upgrades, as funding permits.

Fundraising / Golf Tournament

- Principal exploring Eisenhower Golf Course for next year; venue may be full—awaiting possible openings and may need alternate dates/courses.

Faith / Parent Formation

- Contract signed for Hallow App:
 - Students receive subscription access (noted as for three years).
 - Teachers will assign “family homework.”
 - Families access Hallow via the student’s Google account login.

Staffing / Academics

- Spanish teacher hired: Jenna Bordieri (previously taught at Liberty High School; strong references).
 - Target start date: Nov 10 (pending Safe Environment training).
- Schedule additions:
 - Spanish for grades 6–8 on Mon/Thu/Fri
 - Latin on Wednesdays for grades 6–8
- Technology/installation notes:

- **“New monitors” pending; screens received but computers not yet received; install depends on computer arrival.**

Volunteer Hours / Stewardship Fee Proposal (for next year)

- **Proposed shift from volunteer-hour enforcement model to a Stewardship Fee:**
 - **\$150 in August + \$150 in January = \$300 per family**
 - **If family completes 30 volunteer hours, the \$300 is credited toward next year’s tuition**
 - **If family does not complete 30 hours, funds go to operating expenses**
 - **Clarified: 29 hours ≠ 30 hours**
 - **Question raised re: 8th grade families leaving:**
 - **If attending St. Mary’s, credit may transfer; otherwise refund details to be confirmed.**
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4) Father Gregory — Q&A / Discussion Items

A) Security during Tuesday Children’s Mass

- **Father Gregory asked whether locking church doors during Tuesday children’s Mass would help.**
 - **Consensus: locking doors at the start of Mass could reduce risk; a parent monitor could manage late arrivals at their discretion.**
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5) SAC Committee Reorganization (Chair: James)

- **Chair noted the prior SAC meeting was disorganized and announced a reset:**
 - **SAC will operate as one unified body for now; existing subcommittees will be dormant (not dissolved).**
 - **SAC focus going forward: provide actionable recommendations aligned to needs identified by Father Gregory/administration.**
 - **Future: subcommittees may be reactivated/created for specific long-running tasks requiring research and sustained effort.**

- **Reminder: SAC members should present a unified, supportive posture for decisions and direction set by the school/parish leadership.**
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6) Catholic Identity / Faith Formation Report

- **Report given on middle school formation after meeting with John Brent (Oct 23):**
 - **Curriculum: Augustine Institute — “Word of Life”**
 - **Adoration: middle school attends twice per month**
 - **Grade-level focus:**
 - **6th: Scripture / Word of God / Jesus Christ**
 - **7th: Discipleship**
 - **8th: Saints / friends of Christ**
 - **Confirmation prep: 7th/8th receive instruction through Sister Jackie**
 - **Theology of the Body: taught annually over multiple days**
 - **Retreats: four per year (beginning-of-year leadership retreat already held; upcoming Advent retreat noted; Lent retreat; end-of-year retreat)**
 - **Whole school attends Mass on Tuesdays; also First Friday Mass (clarified that now the full school attends).**
 - **If Mass is canceled, Living Rosary will be used going forward.**
 - **Service idea discussed:**
 - **Explore a middle-school group service project in the community/parish (helps formation + positive visibility for the school), with examples like helping parishioners, community support efforts, caroling, etc.**
 - **Father Gregory noted adjustments for Holy Days/large liturgies:**
 - **School Masses planned at a dedicated time (example mentioned: 10:00 AM) to improve logistics/safety and reduce crowding.**
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7) Fundraising Leadership Risk — Golf Tournament & Gala Chairs

- **SAC discussed urgent risk: Golf Tournament and Gala chair roles are expected to transition after this year.**
 - **Key points:**
 - **These events generate significant revenue and are difficult to replace quickly.**
 - **Concern that workload is concentrated (often 1–2 people), making the role unsustainable.**
 - **Example workload: Golf tournament leadership described as 200+ hours (May through fall, plus closeout).**
 - **Discussion included possible approaches:**
 - **Return to a committee model (4–5 people) to distribute workload.**
 - **Evaluate whether alternative fundraising models are needed (some skepticism voiced).**
 - **Explore professional support (event planner / advancement support), noting costs could consume a large portion of fundraising revenue and still require volunteers.**
 - **Increase outreach to parishioners (not only school parents) to rebuild broader participation (noted that gala historically drew more parishioners; aiming to shift gala to April to improve attendance and travel conditions).**
 - **Outcome:**
 - **Topic to remain active; need identified to find a gala successor soon for shadowing and ensure continuity; golf transition also remains pressing.**
 - **Suggestion to leverage upcoming parish events (e.g., Nov 15 bingo after Mass) as opportunities for broader engagement and volunteer recruitment (mentioned as a potential touchpoint).**
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8) Next Meeting / Administrative Notes

- **No December SAC meeting.**
- **SAC will reconvene in January.**

- **Chair stated intention to present updated bylaws later in the year after approval by the diocese. New bylaws will align to the reorganized operating model.**
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9) Closing Prayer & Adjournment

- **Closing prayer led by Father Gregory.**
- **Meeting adjourned.**