



SJSPA Meeting Agenda
September 4, 2018
7:00 pm ~ Loughry Room

Board Members

Wendy Horan, Co- President
Katie Sivak, Co- President
Michele Nettesheim, Treasurer
Kelly Eppley, Recording Secretary
Jenni Wild, Communications Secretary

OPENING TOPICS

Mission Statement (read together) All

We are called to enhance the school community experience by facilitating communication among parents, volunteers, the school and the parish; promoting active volunteer participation in activities and supporting our Catholic identity.

Welcome /Opening Prayer/A Look at 2018-2019/
Review 'SJSPA Meeting Rules of Engagement' (last page) Wendy Horan

Principal's Report Liz Hein

Treasurer's Report Michele Nettesheim

SAC Update

Liz Hein

NEW BUSINESS

Sock Hop

Planning Team

Spirit Run/Rosary Launch

Jenni Wild
Tracy Lombardo

Teacher Hospitality/Conferences

Kimberly Fuscone

OLD BUSINESS

New Family Welcome/Play in the Park/Cocktail Event

Planning Team

ONGOING BUSINESS

Knight News/Marketing

Tracy Lombardo

State of Volunteerism

Wendy Horan/Katie
Sivak

Art in the Box

Lindsay Scott

School Ministry

CLOSING

Closing Prayer

Wendy Horan

Adjourn

Wendy Horan

SJSPA Meeting Rules of Engagement - 2018-2019:

With the adoption of the Archdiocese's bylaws, we now have fewer meetings throughout the year. As a result, we have more to cover in less time. To successfully accomplish this, I am asking that we now adopt SAC's rule of each speaker/subject having an allotted time (typically 5 mins) and a timer will be used. Once the time is up, the Board can agree to invest additional time on the subject, as a group, by a majority rule. Otherwise, plans will be made to cover with a smaller group at specific time/date/place.

Additionally, I am asking that we use the following format when covering old and new business that are "events". (ex. Sock Hop, Father Daughter Dance, etc.)

If it is a New Event (upcoming event), please comment on:

- Attendance tracking
- Facilities or other operational needs (ivolunteer, etc.)
- Finances/budget if needed
- Volunteerism
- Marketing needs
- Issues/Concerns

If it is an Old Event (event has occurred), please comment on:

- Up to 3 positive things, observations, things that went well
- 1 to 2 things we would change (or more if applicable)
- Attendance
- Volunteerism
- Finances: over budget, under budget, ticket sales #, etc
- Any final takeaways

If we can try this format for a meeting or two to see if it helps in our efficiency, I would be appreciative. We can always revisit. I don't want to ask people to stay longer than 9 PM on our meeting nights and with less meetings, I want to be conscious of this. Always open to other ideas or suggestions.