

APPA Executive Committee Meeting  
July 23, 2011

Meeting Location: 1430 N Street, Sacramento  
Meeting Time: 9:00 AM

1. Opening Prayer – Jill Rice
2. What is our role?
  - a. Role of the APPA
    - Mission/purpose of the APPA.  
Bylaws:  
*The primary purpose of the APPA is to support and advise the principal in the mission and philosophy of the school.*  
  
*The objective of the APPA is to raise funds for the school enrichment, encourage parental involvement to enhance the experience, facilitate communication between parents and school administration and the St. Francis parish, and sponsor and encourage recreational and sports activities.*
    - What does this mean in practical terms as an organization?
  - b. Role of each officer.
    - Attached is overview of each position as stated in the bylaws
    - What does this mean in practical terms?
    - Personal statement: personal goal(s) – Please prepare for next meeting on August 17, 2011
  - c. What do we need to make this happen?
    - What does the APPA need?
      - from the administration?
      - from the staff/faculty?
      - from parents?
      - others?
    - How do we communicate these needs/establish this as an expectation for each group?
    - What does the Executive Team need from each other?
  - d. How do we communicate this to the SFE community?
3. Fundraising
  - a. Overview
    - Budgeted to raise \$68,500 through BBQ, Jog-A-Thon, and Spring Auction. At the June 1 meeting we agreed that our goal is to raise \$100,000 through these events and the Crab Feed, Sees Candy, e-script, Open House pancake breakfast, and any other events we host (e.g. talent show).
  - b. Updates
    - Jill and Robert met with Laurie on Thursday, July 7 and she identified the school/administrative needs. Those needs are as follows:
      1. Update bathrooms: Girls' bathroom needs complete remodel and Boys' needs tile to replace the linoleum. All need eco-friendly upgrades.\*
      2. Projectors for first and second floors (3 projectors at \$900 each)
      3. Document Cameras (\$400-\$600 each)
      4. Laptops with docking stations (rolling replacement of all teachers')
      5. Carpet throughout school (8-10 years old)\*
      6. Department Needs (e.g. science, athletics, performing arts)
      7. Flat panel screen with computer to replace bulleting board in hallway

8. Refinish cafeteria floors and replace chairs\*
9. Exterior paint for church and school\*
10. Additional hours for school counselor
11. Annual scholarship fund
12. Summer School Program (Youth Engaged in Service)\*

\*These are facilities issues and thus, require the input of the CSAC. These would be priorities for the 2012-2013 school year and cannot be presented to the parents until then.

c. To Do

- Create survey (Dawn Waltz can set up Survey Monkey as a method to survey parents to determine target of excess funds)
- September meeting of the APPA will vote on how to spend funds based on survey results – Jill will include this as an agenda item
- Publicity - \$100,000 goal and means of visualizing our progress
- Community Outreach (e.g. tickets to events, selling their goods at a Christmas shopping event?, wine/cheese appreciation night – perhaps coupled with art gallery sneak peek)

4. A clear and consistent message

a. Past Discussion

- *People come through many doors to celebrate with the Saint Francis community.* Each event, message, publication revolves around this idea.
  - Feast of St. Francis (first week of October) – contest for classes to decorate their doors
  - Back To School BBQ – courtyard doors
  - Jog-A-Thon – community
  - Crab Feed – doors of the church
  - Athletic Events – gym doors

b. Updates?

Doors for Feast of St. Francis moved from Back to School BBQ for fear of overwhelming teachers too early in the school year.

c. To Do

5. Upcoming Events

- a. APPA Executive Meeting August 17, 2011 5:30pm St. Francis Faculty Lounge
- b. **FOR DISCUSSION:** First Day of School (Grades 1 – 8) Coffee and Doughnuts for parents August 23, 2011 7:30am – 8:30am
- c. Kinder/TK Playdate (August 27, 2011 9am-11am at McKinley Park)
- d. **FOR DISCUSSION:** First Day of School (Grades TK & K) Coffee and Doughnuts for all parents August 29, 2011 7:30am – 8:30am
- e. **FOR DISCUSSION:** First Friday (Coffee Talk) Coffee for parents September 2, 2011 7:30am – 8:30am
- f. Back To School BBQ (September 16, 2011)