

**Principal’s Advisory Committee Minutes of Meeting**

**Date:** January 30, 2016

**Venue:** Holy Angels School Library

**Attendees:** Tonya Forbes, Deacon Tim White, Tom Jackson, Andy Konovodoff, Pat Gengler, Bridget Stanislo  
**Minutes Taken:** Tonya Forbes

Topic	Presented By	Discussion Item	Decision	Action Needed	Deadline
Opening Prayer	Deacon White				
State Evaluation Report	Tonya Forbes	To be in full compliance in all areas of the ISBE recognition visit, Holy Angels must: add table of contents to Parent Handbook and Faculty Handbook, add “Health” to class schedules, add to curriculum “abuse during pregnancy and Abandoned Newborn Infant Protection Act, add emergency lighting to restrooms, add social studies to primary grades, replace flexible hosing to dryer vent, and remove storage materials within 18 inches of ceiling in storage areas.	Results shared.	All deficit areas must be corrected.	02/16/16

Topic	Presented By	Discussion Item	Decision	Action Needed	Deadline
2016-2017 Calendar	Tonya Forbes	Offer input on calendar for upcoming school year. School has started later in past year to avoid heat of summer.	August 24 was suggested as a good starting point for the year.	Survey teachers as to their preference for first day of school.	02/17/16
Grading in Specials Classes	Tonya Forbes	Parental concern raised that specials grades are inconsistently updated in online grading system. PAC further discussed the validity of assigning letter grades to a class that only meets 9 times in a quarter.	Recommendation was to replace traditional grading system with a 1-4 system based on rubrics for these classes based on the learning goals for each year. Grades should be entered at least 3 times per quarter for parents to check progress.	Discuss recommendation with specials teachers and create rubrics based on key learning objectives for each specials class. Grades to be entered a minimum of 3 times per quarter.	02/24/16
School Supplies Program	Tonya Forbes	HSA is considering offering a School Supplies Program where for a fee parents could purchase school supplies directly through the school.	HSA should try the program and see how it works.	Share PAC recommendation.	02/17/16 - next HSA meeting
5th Grade Basketball Changes	Pat Gengler	There have been last minute changes to the girls basketball schedule that have not been communicated in a timely manner.	Contact Paul McCue to determine the cause of the miscommunication.	Contact Paul McCue.	02/01/16

**PAC Members:** Deacon Tom White, Tom Jackson, Pat Gengler, Theresa Miller, Andy Konovodoff, Terry Coffman, Mike Mahon, Bridget Stanislo, and Allie Lagman

**Next Meeting:** March 5, 2016