



Sage Ridge School  
College Preparatory Excellence

**Sage Ridge School  
US PAC Minutes  
September 9, 2010**

Members present: Ruth A  
Karen C  
Anne H  
Darla C  
Jon Co

Agenda Items	Discussion Points	Action Items
1. Summer at the Ridge	The program was a success with 140+ students attending; 70% of whom were not previously associated with Sage Ridge	N/A
2. Campus improvements	Grounds and building were improved with a new covered addition next to Mr. Brown's room, new flooring in the Great Space and locker/bathrooms, and gardening beds. New mats will be installed during outdoor ed week on playground.	N/A
3. Teacher enrichment	Teachers attended workshops during the summer in various disciplines.	N/A
4. Head search update	Progress on the Headmaster search is available on the SRS website.	N/A
5. College counseling	<p>Andrew Quinn presented information on college counseling. He will be working on the following items:</p> <ol style="list-style-type: none"> <li>1. Cultivating relationships with colleges – contacting alumni to invite onsite visits, 250 mailers to colleges with SRS information, implementing exchanges with recruiters via skype</li> <li>2. Communications – weekly newsletter to SRS seniors, updates to the master calendar</li> <li>3. Offerings for grades 9 through 11 – career planning tools for students, SRS website college planning</li> <li>4. Naviance (Family Connection) College Counseling software upgrades</li> </ol>	<ol style="list-style-type: none"> <li>2. Look for new and improved access to college counseling information on the website by September 20<sup>th</sup>.</li> <li>3. Mr. Quinn will meet with all US students by grade level to disseminate college counseling information that is grade appropriate</li> <li>4. Mr. Quinn will e-mail all US parents an explanation of this software, a brief tutorial and a reminder to contact him regarding individual user accounts and passwords</li> </ol>
6. Enrollment management	Working on strategic initiatives, communications between departments, reviewing current international student program	N/A
7. Technology	Currently auditing the SRS technology program, infrastructure, and staffing to provide a report to the PNAIS	N/A
8. Student workload	Concerns about the amount of homework	Jamie Otis will review
9. Edline reporting	Concerns about the frequency of updating edline with grading	Jamie Otis will review
10. Annual Fund	<p>Annual Fund campaign has started for the 2010-11 school year.</p> <ul style="list-style-type: none"> <li>• Payments can be made with credit card</li> <li>• Volunteers are needed</li> </ul>	Encourage parents to make their contribution, no matter what the amount, so SRS can reach the goal of 80% participation