

Our Lady of the Lake

# School Advisory Council

Meeting Minutes for May 26<sup>th</sup>, 2009

**ATTENDEES: SAC:** Joan Codd, Father McMahon, Sheila Kleinheinz, Jill Craven, Kimberly Wood, Aideen Gaffney, Jane Slingsby, Ken Griggs, Jim Kilpatrick, Derrick Drango, Ron Garcia  
**Absent:** Sister Barbara, Allan Rakos  
**Guests:** Geri Fucile

## OPEN SESSION

Geri Fucile introduced herself as the incoming Fundraising Chair and spent a few minutes discussing her role and expectations. The Parent Association is looking for new and fresh ideas for fundraising. In addition to contributing as much as 14% of the operating budget, they are also charged with building the reserve back up to 50% of their fundraising commitment.

Geri also met earlier with Joan and discussed reviving the Optional Contribution Form to give to the Endowment Fund. This is purely voluntary and the verbiage should reflect this. Another idea would be to create a tuition assistance fund which would free up endowment dollars to go directly to the operating budget.

## ACTIONS AND BUSINESS

### **MEETING MINUTES**

Jill reported the minutes for the April meeting have been reviewed and approved and will be posted to the website.

### **STATE OF THE SCHOOL**

Derrick has collected slides from each department and has begun creating the presentation.

Technology: Look for new changes and more capabilities on the website for the upcoming year.

Facilities: Jim will update his master plan slides from last year and will give an update on the capital campaign.

Marketing: The new brochure will be handed out.

Mrs. Codd will include the summary of Dr. Eifler's report and will also announce the staff changes for the upcoming year.

We will make the announcement that we will officially go paperless with our parent pack for the 2009/2010 school year.

We all agreed that, in an effort to get more parents to attend, each student that has a parent attend State of the School will receive a donut on Friday morning.

## **COMMITTEE REPORTS**

### **FINANCE COMMITTEE**

Jane passed out the current financial statements which show the school at a \$40k deficit. We had budgeted for a \$38k deficit. The draft budget, which still needs to be approved, leaves us with an \$18k deficit. The good news is that we still have a good cash position and we have not had to cut any programs.

The committee is working on a revised tuition contract and these will go out next week. The only change is the elimination of the 2% discount and the waiver of the credit card processing fee for families that paid their tuition in full.

## **ADMINISTRATION REPORTS**

### **PASTOR'S REPORT**

The Capital Campaign is still in the leadership phase and will continue to do so through the summer. In September or October the campaign will move to the next phase and will go "public." We are working on the premise that the economy will get better and need to impress on the parishioners that our parish is in need as well – not just Jesuit, Santa Clara, etc. Currently the fundraising committee is meeting twice a week to discuss their efforts. The biggest challenge will be getting people willing to ask for money.

On the facilities side there is a meeting scheduled with a city facilitator to assist in negotiating with the Evergreen Neighborhood Association and the concerns they have regarding the project. We are hopeful this will get things moving.

### **PRINCIPAL'S REPORT**

Money is still coming in for the jogathon but early numbers suggest that we will be in the \$12k range.

Sheila has compiled the results from the most recent homework survey and these will be posted to the website by Friday.

## **ACTION ITEMS**

1. Get any additional State of the School information to Derrick.
2. Review current SAC constitution and by-laws to discuss at next meeting.

The meeting adjourned and Aideen closed with prayer.

*Please join us at our next meeting June 9<sup>th</sup>, 6:00 p.m. in the parish hall*