

Our Lady of the Lake

School Advisory Council

Meeting Minutes for September 22nd, 2009

ATTENDEES: SAC: Joan Codd, Sister Barbara Collier, Jill Craven, Derrick Drango, Aideen Gaffney, Ron Garcia, Ken Griggs, Sheila Kleinheinz, Father Joe McMahon, Jane Slingsby, Kimberly Wood

Absent: Jim Kilpatrick

Guests: Geri Fucile, Father Luan Nguyen

ACTIONS AND BUSINESS

MEETING MINUTES

The August meeting minutes were reviewed, approved and will be posted to the website.

BYLAWS AND MEMBERSHIP

SAC is considering a change in terms in an effort to have more continuity on the council and to better balance the staggering of incoming and outgoing members. The Pastoral Council has moved to four year terms and they really like it. Recruitment is an ongoing issue that will also need to be looked at. Ken and Ron will work on a proposal to present at the next meeting. We also discussed adding additional verbiage to the Ethics and Confidentiality section; as well as discussing unexcused absences.

COMMITTEE REPORTS

FINANCE

Jane handed out the Statement of Activities, Statement of Financial Position and the current school year budget. We were able to save \$43,000 on the operating budget expenses despite being short \$28,000 in revenue. Last year ended with a loss of \$23,000 (budgeted loss was \$38,000). For the current year we are anticipating a budget deficit of \$18,000. The Finance Committee recently met with Parent Association President, Dani Liu and the Fundraising Chair, Geri Fucile to discuss budget numbers for next year. Geri reiterated the need to be realistic in establishing a fundraising goal for PA given the current economic crisis. Options were discussed in how we can "fund the gap." Further discussion will need to take place regarding tuition projections, endowment, fundraising obligations, etc.

MARKETING

We all agreed that marketing will play a key role in the future health of our school and a stronger web presence could be a direct tie to our marketing campaign. The marketing committee will be searching for additional school and parish members to aid in this endeavor. Aideen informed us of a Preschool Forum taking place in January where Our Lady of the Lake will have a chance to participate. This could be a great way to introduce our school to families searching for preschool and kindergarten options. Due to the budget cuts that public schools have faced recently this also might be a good time to get a post card flyer out in mailboxes to show families they have other options. This type of marketing drew a lot of

success recently from St. John Fisher. We also discussed the option of accessing the LOGOS database from the capital campaign.

COMMUNICATIONS/TECHNOLOGY

The committee will be meeting this upcoming Thursday morning and will be working on updating the website with current information. The committee will also be looking at various ways to make the site more user friendly with options to have additional people able to post items to the site. In addition, we discussed looking at other school websites to gain ideas in how to make our site look and function better. As we all agreed, today's parents will often look to a schools website when researching prospective schools.

ADMINISTRATION REPORTS

PASTOR

The Capital Campaign is in full swing now with all of the key leadership roles filled. Parish and school families will be hearing updates each week and everyone is excited about the recent \$5 million challenge gift from former alumni, John Kleinheinz.

PRINCIPAL

The new school year started off fast and furious. There will be an in-service this Friday centered on curriculum within the math department. The school is also beginning to start the accreditation process. Joan met with two prospective families last week and we also have a prospective kindergartner on the horizon.

ACTION ITEMS

- Ron and Ken to write up a proposal for a change of terms and work out a schedule for staggering members with a switch in length of terms.
- Marketing committee to set up a schedule for ongoing meetings and work on establishing a subcommittee.

The meeting adjourned and Derrick closed with prayer.

Please join us at our next meeting October 20th, 6:00 p.m. in the parish hall