

Our Lady of the Lake

# School Advisory Council

Meeting Minutes for October 20<sup>th</sup>, 2009

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

## ACTIONS AND BUSINESS

### MEETING MINUTES

The September meeting minutes were reviewed, approved and posted to the website.

### FUNDING MODEL

The finance committee is evaluating our current funding model and exploring options for long term sustainability.

## COMMITTEE REPORTS

### FINANCE

We are running at a 24k budgeted deficit but are currently at 38k deficit. However, we have four new students and this should help.

### MARKETING

The marketing committee has established a monthly meeting schedule for the first Thursday of every month and is looking at adding a subcommittee with members at large. A postcard flyer, similar to one that St. John Fisher sent out, will be mailed out to 2000 addresses by late fall. The next big push will be the preschool forum taking place in January.

### COMMUNICATIONS/TECHNOLOGY

The website has been updated recently with current information and Kim Calkins is interviewing website companies to revamp the site. Mrs. Codd will be consulted on this.

## ADMINISTRATION REPORTS

### PASTOR

The Capital Campaign is rapidly moving along and there will be a training session taking place next week. Father believes the key to success is making sure that we have enough people to get out and ask for donations. All of the key leadership positions have been filled and the hope is to have the project wrapped up by January. The new building plans have been submitted to the City and we still have a few

more things to address but no foreseeable problems. The neighbors have submitted a letter supporting the current building proposal and now Bob Thompson is working on the “inside” of the building. We are aiming for a gold standard LEED certification and believe this is a value important to the parish.

### **PRINCIPAL**

Four new students have been added to the 6<sup>th</sup>, 5<sup>th</sup>, 4<sup>th</sup>, and 2<sup>nd</sup> grades respectively. Standardized testing will be completed later this week and school conferences will begin next week. In addition, there will be two more Called to Protect training sessions available on Oct. 26<sup>th</sup> and Nov. 5<sup>th</sup>.

Sheila will be chairing the accreditation process and our year of self study as the principal is not allowed to chair this process. Committees will be formed with parents, surveys will be available and when the visiting teams come to the school they will be meeting with as many different groups as they can, i.e. parents, students, SAC and PA.

### **ACTION ITEMS**

- Joan will send out a copy of the Archdiocese accreditation survey to review and submit any additional questions.
- Ken, Derrick and Jane will work on a new funding model that is sustainable.
- Marketing committee will continue to distribute brochures and will also target local doctor and dentist offices.
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The meeting adjourned and Aideen closed with prayer.

*Please join us at our next meeting November 24<sup>th</sup>, 6:00 p.m. in the parish hall*