

Our Lady of the Lake

# School Advisory Council

Meeting Minutes for April 5<sup>th</sup>, 2010

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

## ACTIONS AND BUSINESS

### MEETING MINUTES

The February meeting minutes have been reviewed, approved and will be posted to the website.

### OPEN SESSION

Council members welcomed the newest member, Claudia Valderrama. Claudia will also be serving on the Finance Committee with Jane Slingsby and Ken Griggs.

### STRATEGIC PLAN UPDATE

This will continue to be an ongoing process. Is the Finance Committee looking long-term for a building fund? Will the Development Director focus on this in the future?

### STATE OF THE SCHOOL

State of the School is scheduled for Thursday, May 27<sup>th</sup>. Considerations were made to change up the format for this event in hopes to encourage more participation. Due to a lack of time to prepare for this we were in agreement to focus on boosting attendance for this year and focus on a change of format for State of the School 2011. We discussed the possibility of forming a committee to look at this for next year.

## COMMITTEE REPORTS

### FINANCE

The budget is in to Larry, Joan and Father. Ken has nearly finished with the research on an alternative funding model. More information will be announced at State of the School.

### MARKETING

The committee presented Council with marketing 'tag lines' for approval. We discussed the possibility of confusion with our Mission Statement; however, ultimately felt this would not happen. Upon approval by Father, all were in agreement for the committee to move ahead. Kim Calkins, as Development Director, will continue to be involved in this process. Jill will also present this to the PA Executive Board to ensure there will not be confusion with PA's "Parents Working Together for Excellence."

The committee stressed the importance of having more parents review Our Lady of the Lake on the greatschools.org website in an effort to have an accurate reflection of our school community.

### **ADMINISTRATION REPORTS**

#### **PASTOR**

No report.

#### **PRINCIPAL**

Mrs. Codd gave an update on enrollment with the numbers looking stable at this point; however, these numbers are still soft as tuition contracts have not gone out yet.

#### **VICE PRINCIPAL**

Mrs. Kleinheinz updated the Council on the accreditation process. Teams are continuing to meet and the site visit dates have been set for October 25-27<sup>th</sup>, 2010. The chairperson for this accreditation, Sally Todd, is highly regarded and very knowledgeable, as she wrote the current changes for the protocol.

#### **ACTION ITEMS**

- Joan will present Marketing Committee tag lines to Father.
- Jill will follow up with PA Executive Board regarding tag lines.
- Encourage families to review Our Lady of the Lake at [www.greatschools.org](http://www.greatschools.org).
- Continue research and brainstorming for strategic plan.
- Form committee to study format changes for State of the School.

*Please join us at our next meeting April 27<sup>th</sup>, 6:00 p.m. in the parish hall*