

# St. Monica Local Advisory Committee Agenda

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**November 2, 2017 at 5:30PM**

## **In attendance**

Lin Buck  
Fr. Farrell  
Steve McNeill  
Kate Redinger  
Becky Reits  
Michael Willis

## **Call to Order**

The meeting was Called to order at 5:38pm.

## **Prayer**

**Fr. Farrell**

## **Approval of Agenda**

## **Approval of Minutes**

## **Pastor's Report**

**Fr. Farrell**

Fr. Sean Davidson of the Missionaries of the Most Holy Eucharist was incredibly impressed at the reverence and respect of the children during his presentation on Eucharistic Adoration. A Great testament to fulfilling the mission of Catholic Education.

## **Principal's Report**

**Becky Reits**

- **LAC School Governance Goals**

Annual Self-Evaluation of the Governing Body for Accreditation Standards

Currently scoring at 3 or 4 (meets or exceeds expectations)

5.6 Benchmark specifically will be our goal this year: "***The governing body engages in formation and on-going training and self-evaluation for itself and the leadership team to ensure the faithful execution of their respective responsibilities.***" using this form as a guide of evaluation.

- This evaluation tool will need to be recorded and available during accreditation reviews
- LAC members are asked to review this evaluation tool and bring to discuss next meeting
- We are specifically missing documented Enrollment and Development plan. There are not currently positions at the CSGK level that have put together these formal plans either.
- Enrollment plans would include Open Houses, Parent Ambassador groups, outreach to feeder parishes but also other opportunities for continued growth.
- We would like to develop a simple survey for follow up and feedback for those who come to the open houses and to the parish community as a whole
- We need to have someone recording and analyzing the enrollment and retention patterns over time.
- Steve offered suggestions to increase marketing to increase exposure. The google search page and internet page are the first ways people begin searching for preschools in the area. He will arrange a meeting with Becky to further discuss.

## **Financial Report**

It appears that we are on budget.

## **Advisory Committee Discussion**

### ***CSGK Volunteers needed for Committees***

We are in need of volunteers at the CSGK level to fill in on various committees (listed below) if you are interested please provide your name and area of interest. I will forward on to CSGK. Please note, volunteers can consist of other members from our school family. Where applicable I have provided a suggested nominee.

- **Finance** (typically meet monthly on a Thursday at 330p). Area of interest this year is teacher compensation (trying to be more competitive with wages)
- **Advancement** - Coordinate and oversee fundraising and development activities. Meetings TBD (Kristen Bethell/Megan Scarlett)
- **Recruitment and Retention/Marketing** - Coordinate and oversee student retention and recruiting activities (Sue Clyne/Trena Kerrins - parent ambassadors)
- **Facilities** - Establish master plan for each school (long term planning for possible expenses i.e. roofing, plumbing, parking lots etc) (Jim Douglass)
- **Administrator Evaluation** - Coordinate and oversee the annual administrator evaluation
- **Personnel** - In charge of hiring and other issues with current staff which may arise throughout the school year
- **Ren Web** - Identify areas to implement based on parent input (Steve McNeill)

### ***String the Advent Lights Event***

Jason and Sue Clyne are hosting and Members of LAC and Boosters have been invited to help change out the advent lights in the hallway in return we will feed you and your families dinner at our home on Sunday, November 19th. She will be extending the invite out personally to the priest's of the parish.

### ***Blueprints of School for EMS use***

Kevin had previously sought out quotes for renderings of the schools blueprints with specific information of exits and location of children to provide to emergency response personnel for disaster management planning. This may be one area where the Boosters Clubs funds may be of use.

## **Next Meeting**

Thursday, December 7th at 5:30

## **Adjournment**

Meeting called to an end at 6:34pm