

**St. Augustine Cathedral School LAC
LAC Meeting Minutes
Tuesday November 13, 2018**

Attendees:

Guests: Mariah Martinez
Administration: Andra Zommers
Board Members: Jeff Appeldoorn, Tony Van Es, Chris Christian, Andrew Riker, Emily Turner, Maureen Yanik, and Ellen Brown

Meeting called to order at 5:33; followed by prayer and Mission Statement:

St. Augustine School, in partnership with parents and the Catholic Church,
welcomes and shapes young people as they grow in **faith, knowledge and stewardship**

AGENDA:

1. Approval of October Meeting Minutes
 - a. Minutes approved as submitted

2. Principal's Report
 - a. Positive feedback has been received for the November 9 celebration of the many cultures in our school
 - b. Anchor project is wrapping up

3. Legacy Celebration
 - a. 238 attendees for the Legacy Dinner was a record
 - b. Revenue was down mostly attributable to less requests for Angels, auction income was up
 - c. Bidding through the smart phone app was a success, families that did not attend the dinner bid on items and won several
 - d. The smart phone app made administrative duties easier and less time consuming
 - e. Next project was discussed and likely will be new grid and ceilings

4. Finance Review
 - a. Legacy budgets were reviewed
 - b. School budgets were reviewed

5. Committee Assignments: Ellen stated that CSGK is our community of Catholic Schools in Kalamazoo. CSGK is built by collective work from all three of our schools, Hackett Catholic Prep, St. Monica and St. Augustine. We are stronger as a community of schools working together as CSGK. Our LAC commitment I volunteering time and talent on CSGK committees serve as its very foundation. Active Representation from all three of our schools on these committees continues to move CSGK forward as a beautiful choice for Catholic education in Kalamazoo. She is incredibly grateful for the commitment our LAC members have made to serve on these committees.
 - a. CSGK Finance Committee: Ellen Brown – Met 10/16 to review endowments and projects that could be funded

- b. CSGK Advancement Committee: Andrew Riker – No report
 - c. CSGK Marketing and Enrollment: Maureen Yanik, Tony Van Es & Emily Turner – Met 10/17, made sure parishes have information on schools, should be at Kalamazoo Family Expo, registration 11/30. WRKR has been contacted to help advertise CSGK
 - d. CSGK Facilities Committee: Chris Christian – Met to determine goals for year
 - e. CSGK Human Resources: Tony Toweson & Emily Turner –Met 10/23, Policy and procedure books are being reviewed, onboarding process will be reviewed to streamline
 - f. CSGK RenWeb Committee: Jeff Appeldoorn –Met 10/19, goals setting meeting, next meeting 11/30
 - g. CSGK Food Service committee: Laura Ynclan – No report
 - h. LAC School Improvement Team: Nikki and Laura Toweson – No report
 - i. LAC Legacy Committee: Chris Christian – No report
 - j. LAC Recruitment and Retention Committee: Tony Van Es, Maureen Yanik, and Ellen Brown – No report
6. Miscellaneous
- a. LAC will plan parent potluck this year with emphasis on pre-school parents
 - b. LAC will work with Marketing and Enrollment committee to help with retention of students 8th grade to High School.
7. Next regular meeting
- a. December 11, 2018 at 5:30 in the Lounge

Meeting adjourned at 6:39pm