

## St. Monica Local Advisory Committee Agenda

---

December 7, 2017 at 5:30PM

### **In Attendance**

Lin Buck  
Fr. Farrell  
Becky Reits  
Michael Willis  
Kevin Kavanaugh  
Sue Clyne

### **Call to Order**

The meeting was called to order at 5:35pm.

### **Prayer**

**Fr. Farrell**

### **Approval of Agenda**

### **Approval of Minutes**

### **Principal's Report**

**Becky Reits**

- **Facility Update**

Painting in the school lobby (front and back) will occur over Christmas Break

### **Advisory Committee Discussion**

**Sue Clyne**

- **CSGK Committee Volunteers**

We are being asked by CSGK to nominate volunteers to fill in on various committees (listed below). The level of volunteer hours and or expectations is unknown (ideally they would like each committee to meet 3 times a school year). If someone is interested in volunteering to any of the various committees please let me know.

1. Finance
2. Advancement
3. Recruitment and Retention/Marketing
4. Facilities
5. Administrator Evaluations
6. Personnel
7. Ren Web

- **LAC Breakfast**

The LAC will be hosting their annual continental breakfast to start off Catholic Schools week. This will be scheduled for January 28, 2018. We will need to divide up the task of gathering food and will ask the Boosters for \$250 to cover the event. The 8<sup>th</sup> graders and basketball team will help with set up and clean up.

## **LAC Self – Evaluation Tool**

**Michael Willis**

The LAC self-evaluation tool was reviewed and evaluated. Overall, in order to be a successful LAC governing body it would be best to devise committees within the governing body. Proposed committees include;

1. Finance and Enrollment
  - a. Responsible for financial statement presentation to LAC, review and recommendations.
  - b. Responsible for enrollment management plan and reporting.
2. Development and Strategic Planning
  - a. Responsible for development of short, mid and long term funding for school.
  - b. Responsible for following direction of Bishop, Pastor, Principal and LAC (in priority order) as pertains to Strategic Planning
  - c. Responsible for creating a written strategic plan per direction of above parties and reporting on progress.
3. Academic Affairs
  - a. Responsible for issues and concerns pertaining to teachers, in support of and in conjunction with the administration.
  - b. Responsible for school curriculum matters.
4. Building and Grounds (Facilities)
  - a. Responsible for maintenance and capital improvements of building and grounds.
  - b. Must work directly with Pastor and Principle in conjunction with LAC.
  - c. Should have a volunteer coordinator
5. Ambassador/Liaison to the Church
6. Marketing and Communications
  - a. Responsible for developing and directing marketing plan of school
  - b. Responsible for assisting administration in board communications, inclusive of marketing
  - c. Should consider having a volunteer coordinator.

## **Financial Report**

It appears that we are on budget.

## **Next Meeting**

Thursday, January 11, 2018 at 5:30PM

## **Adjournment**

Meeting called to an end at 6:38PM