

Lay Advisory Board Meeting Minutes  
September 10, 2019

The meeting was called to order at 5:05 P.M.

In attendance:

Tom McGuire, Eric Reich, Mike Klein, Anita McMahon Jamie, Mulholland,

I. Opening Prayer

II. Suggestion Box  
[None]

III. Old Business

a. Approval of Minutes

A motion was made to approve the previous meeting's minute by Mike Klein; seconded by Jamie Mulholland. All in favor. Minutes approved.

b. Principal's and Communications Report

1. Overview of Current Enrollment

Enrollment is currently at 160. For comparative purposes, last year the school term completed at 188. There is no specific reason for the drop, other than that this is a trend across all grades, and perhaps also on a countywide residency level.

It was unanimously agreed that we as a school are unique in what we offer and stand behind that. Due to the lower enrollment, some cuts may have to be made, but we'll focus on solvency.

It was also discussed the areas in which we can work to increase the school's profile (currently roughly 30 students come from St. Joseph's parish, 30 from St. Max, 30 from Our Lady of the Angels, and 5 from St. Brendan, with other areas filling in the remainder).

It was agreed that keeping a visible profile in those communities is key to keeping the school "top of mind." To that end, we will encourage the school's communications director to spread the school's message across all social media outlets available under the school's brand name and continue traditional media outreach.

2. Preschool Additions

A discussion ensued on how to bolster the enrollment on the Pre-K levels, which has been a strong route for families to be introduced to the school and thus incentivized to stay beyond Kindergarten.

It was discussed that cost may be a consideration, as the tuition increase may have made the school less competitive on the Pre-K level as compared

to other local offerings (enrollment was 44 last year and is 33 now), and those offerings lead into public schools where cost is a non-issue.

Several ideas were discussed, including contacting preschools to share informational materials, and also approaching CCD students through those classes (and perhaps with a personal address by pastors). Tom agreed to follow up with the new diocese superintendent to discuss options and ideas.

### 3. New/ Updated Policies

Tom relayed that the new Personal Electronic Device Policy has been added to the handbook and board member input was helpful and appreciated.

### 4. Blended Learning

Tom shared that a new educator will be joining the school as a Blended Learning Facilitator. Mrs. Sue Tarrant is a former principal of Our Lady Star of the Sea School in Atlantic City, her role will be completely federally funded, and she will also serve as a substitute teacher as needed during the school year.

### 5. Misc. areas in need of attention (open discussion)

Participation is down in the area of lunch volunteers, and Tom asked for suggestions on how to bolster involvement. It was discussed and agreed that the older grade students can participate on a rotating basis. It can possibly contribute to their service hours and reinforces their ownership of keeping their lunchroom tidy/cleaning up after themselves. Tom will communicate this internally for implementation.

## IV. New Business

### a. Vice President's resignation from Lay Advisory Board

Martin Radzieta has resigned from the Lay Advisory Board. Prior to any reorganization of roles, it was discussed that new members are needed.

### b. Strategies to generate interest from potential new members

An idea was floated where we publish an announcement in the parish bulletins asking for interested parties to reach out; any letters of interest would be shared with the pastors for feedback and/or approval. However, given that parishes have all recently gone through (or are going through) parish council discernment and elections, perhaps one or more of those candidates can be more easily and quickly identified. Anita, Jamie and Mike will follow up with their respective pastors to see if that is the case and bring their findings to the next meeting.

## V. Next Steps

[None beyond what is identified above.]

## VI. Determination of Next Meeting

The next two meetings will be on:

Tuesday, November 12, 2019 at 5:00 P.M\*., and

Wednesday, December 11, 2019 at 5:00 P.M.

VII. Adjournment

Mike made a motion to adjourn, seconded by Anita. All in favor. The meeting adjourned at 6:20 P.M.

*\*This was subsequently rescheduled to Wednesday, October 30<sup>th</sup>*