

8/28/17 6pm at K-3 Conference Room

**Attendees:** Attached is Sign-In Sheet

Meeting opened with prayer from Father Pat Reynolds

**Meeting Notes:**

- I. Introductions – Karen opened meeting and ask that everyone introduce themselves.
- II. OCS Mission Statement – Karen went over the Mission Statement and the slight changes that were made and in red for everyone to see  
It was mentioned that the mission statement is different than what is in the classrooms (9-12) and asked if it will be sent out after it has been adopted, due to being accredited this year
- III. Executive Committee & Committee Assignments- Executive Committee was announced and pillar assignments based on the feedback from survey and the committees that members had served the previous years. If anyone wants to switch committees they need to let Karen or Gerald know. Executive Committee will Co-Chair the pillar standing meeting and act as secretary and report out at the Education Council Monthly Meetings.
- IV. Bylaws & Meeting Expectations-
  - a. Karen discussed the Education Council is not the place for in depth conversations; but that is more for the pillar meetings. Any member is allowed to go to any standing meeting that they want to attend, you don't have to be a "member" of the standing meeting to join.
  - b. We will have open discussion at the end of each Council Mtg to address any concerns.
  - c. Agendas will be prepared by Gerald and Karen so if you would like to add an agenda item please get with either of them. Council Meetings will generally include: Pillar updates, finances, marketing, enrollment, and open discussion.
  - d. Pillar Calendar was reviewed and Academics and Extracurricular will get their meeting dates to council
  - e. Bylaws were discussed briefly with the changes that were made to reflect the standing committees (ACES pillars). Question was raised if the Bylaws have been adopted. Karen stated they had not been adopted yet –Rough Draft and needs to be reviewed for adoption by committee
  - f. Attendance was discussed – no more than 3 absences or would be considered a resignation. Please let Karen or Gerald know if you can make it to a meeting
  - g. Date of Scrip year has been changed within the Bylaws to allow for the financials to be done by fiscal year end.
- V. Strategic Planning & Accreditation- James went over the Strategic Retreat and how it went. He stated that the overall idea is that the strategic plan is a working document for the standing pillar meetings. As things progress the plan can be added to and modified, but is to serve as a working document for things to not fall through the cracks.
- VI. Enrollment Trends- Gerald discussed enrollment and that we are overall better than we expected.
  - a. Kindergarten enrollment is about 20 less than last year

- b. OCS enrollment been steady throughout, but we need to focus on recruiting the Kindergarten students. With about 200 baptisms/year and Kindergarten enrollment being at 100 we have room for improvement.
  - c. There was discussion on if School Vouchers would help us with enrollment. Vouchers will change our demographic of our schools and not sure when it would be available.
  - d. Discussion if we projected less students this year in the budget – no we didn't project less in the budget. Question if it would have an impact on the schools budgets. Yes, this will impact the schools budgets and they are being reviewed now for committee approval.
  - e. Discussion on the families not coming back to OCS. Gerald reached out to each family personally and their reasons varied from academics, social, sports, and some financial.
- VII. Financials- Lisa discussed that the May financials weren't complete as she has been getting acclimated with the organization and reviewing previous financials.
- a. Budgeting for this year will be revisited due to the numbers not being were projected
  - b. Lisa discussed the responsibilities under her position and the goals/objectives she has for this year.
  - c. Discussion on creation of collection policy and enforcing collections within the organization
  - d. Scrip program will transition from Keith's responsibility to hers so that Keith can work on Marketing and enrollment. Lisa is working to tighten controls and record keeping within the scrip program as well as looking to expand the presto pay to other members of families being able to participate.
- VIII. Disciples Response Grant-Keith spoke about a grant that needs to be submitted by Sept. 4, 2017 for potentially \$5,000 to support minority families with tuition. There is criteria that 7 members of the board have to be okay with the grant and fund allocation. Keith asked if there were 7 members of the board that were okay with this. There were at least 7 members that raised their hand in support.
- IX. Open Discussion – Karen asked if anyone had any questions or concerns that needed to be brought up. Someone asked the question about 3 of the 4 pillars were at 3:30 which didn't allow a lot of the members to participate. Tracy mentioned that it is hard for her to get her teachers to stay as it is already 1 hr. after school is out for them. She stated she would talk to her teachers and see about maybe 1 late meeting to allow for more council participation.

Next meeting will be 9/25/17 at 6:00 pm at the K-3 Conference Room

Meeting was closed with prayer by Father Pat Reynolds at 7:05pm