



**OUR LADY
OF THE LAKE
CATHOLIC SCHOOL**

OLL SCHOOL BOARD MEETING MINUTES

DATE: JANUARY 21, 2021

MEMBERS

Brett Broghammer, chair (finance)	P	Heather Hyslop (technology)	P	Fr. Peter Richards (pastor)	P
Scott Kohls (finance)	P	Kelly Geadelmann (marketing, vice chair)	P	Becky Kennedy (principal)	P
Gretchen Chilson, secretary (education)	P	Sally Serie (marketing)	P	Rhonda Eurich (church admin)	P
Amanda Markle (education)	A	Beth Frey (at large)	P	Kassie Ricke (advancement dir)	P
Todd Schmidt (technology)	A	Chris Johnson (at large)	P	Liz Engelhart (parish council rep)	P
				Nancy Erdmann (faculty rep)	P
--- MEETING VIA ZOOM ---		A=Absent, P=Present			

* Opening Prayer

* Approve December minutes
Motion to approve by Scott, Second by Sally. PASSED.

* School Update - Becky

Schedule Change - Vote

Due to the governor’s updated expectations for schools to allow teachers more prep time for teachers who are teaching hybrid and distance learning, Westonka has changed Fridays to ½ days for primary grades and full Distance learning days for Grandview and the High School. Although we have no students fully distance or hybrid we are constantly having students out to due quarantining or being sick. To help teachers carve out time to catch up I propose three ½ days, 1 day each month for Feb - April.

Feb 12, March 19, and April 30th. These line up before conferences or progress reports.

Motion to approve by Kelly, Second by Heather. PASSED.

NWEA- MAP Testing and Professional Development

Students started MAP testing this week. These results are used as a check-in for teachers to ensure mastery of material already taught and guide for what should be covered next.

Math teachers have some Professional Development with reading data and planning with Tierney on Feb 4.

State of the School

The state of the school is slated for February 4. This will be a virtual event. We will put an invitation in the bulletin and send out to school families as well.



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Help-a-Student

Help-a-student letters are being prepped and ready to be send out February 1. Money raised here helps cover some of the costs for Variable Tuition.

3rd and 4th grade

We are slated to split our 3rd and 4th-grade classes next year. Yippee!

Middle School Schedule

Next year we are looking at rearranging our middle school schedule so that combined grades will have separate Math and English classes. To make this work all classes will shift to a 46 minute class period, instead of Math and English being one hour and the rest 35 minutes.

Capital Campaign Project updates

This classroom door project is moving forward. These will be installed over spring break.

Next on the capital campaign list is the science classroom/office move/OLL+ space. The capital campaign committee approved moving forward with getting drawings and bids.

The next project is an upgrade to the school bathrooms; fixtures, aesthetics, etc.

*** Advancement Update – Kassie**

Enrollment:

	2020-2021	Current	Projected
Pre-K	60	27	50
K	20	10	18
1 st	19	11	20
2 nd	14	10	18
3 rd	12	6	15
4 th	8	8	11
5 th	9	1	7
6 th	8	2	8
7 th	8	2	5
8 th	4	2	5
Total:	162(102 K-8)	79(52k-8)	157(107 k-8)



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Marketing/Retention/Events:

1. Kindergarten RoundUp had 16 families in attendance (2 new families)
2. Social media- Facebook and Instagram
 - a. Facebook- highlights include registration and \$150 kindergarten credit
 - b. Instagram-
 - i. Kindergarten focus through Jan
 - ii. Preschool focus in Feb
3. All School Virtual Open House- Feb 1 at 8:00pm
4. Monthly events:
 - Feb: Daddy/Daughter “Date Night” in a box
 - Mother/Son “Super Fun” in a box
 - March madness: dependent upon restrictions
- b. Monthly Middle School events
4. Registration SWAG bag!
5. “Congratulations you have a kinder!” Bag
6. Donuts and coffee -- Catholic Schools Week in parking lot

Fundraising:

1. Personal notes to all Ambassadors- Catholic Schools Week
2. Ambassador Program- ongoing YTD \$64K (Goal \$125K)
3. Keg & Cork rescheduled for later in spring
4. Starlight Gala committee kicks off next Tuesday -- Save the Date- Saturday, April 24th at Wayzata Country Club
5. Help-a-Student letters sent out next week

*** Subcommittee Updates**

- * Finance – Scott
 - Concerns over being behind in fundraising goals, but several things slated for later in the Spring (Gala, Keg and Cork?, Ambassadors...)
 - Working on next year’s budget/forecast. Wanting to build that budget on conservative enrollment numbers so there is no sleep lost re: one or two kids not returning, etc.
- * Marketing – Kelly G./Sally
- * Tech – Todd/Heather
 - internet wireless: Received third vendor bid on Wednesday. We are reviewing all three bids, preparing initial qualifying questions back to vendor. Goal is to present the findings and costs to the boards in February.
 - Asset tracking, working with Becky to have school staff populate the tracking worksheet. Working with Becky to finalize tracking worksheet. Could kick off tracking in Feb.



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- * Education- Gretchen / Mandy
-Beginning work on student/parent survey. First step to intentional work on middle school culture.

- * **Closing Prayer**

REMINDERS OF Strategic Plan Initiatives -20/21 School Year

- 1. Our Lady of the Lake School will ensure academic excellence while serving the school's student population*
(Strategy 2) Establish a dedicated k-8 science lab. - On hold
(Action Step 3) Set up a financing plan
(Action Step 4) Raise funds for science lab
- 2. At Our Lady of the Lake School, our Catholic identity will be a source of strength.*
(Strategy 1) Our lady of the Lake will strengthen and enhance the spiritual growth and Catholic Identity for the faith formation of the school community.
(Action Step 4) Establish a faith formation committee consisting of staff and students. *Middle School Leadership team is working on this initiative this year*
- 3. To continue to serve our students, families and community, we will work to ensure the viability, growth and success of Our Lady of the Lake.*
(Strategy 1) Our Lady of the Lake will intentionally improve and develop the Middle School culture.
(Action Step 4) Develop a needs and wants and cost analysis for improvement. *We'll survey parents and students in January*
(STRATEGY 2) Evaluate the discipline process for all grade levels.
(Action Step 3) Follow-up on changes to ensure they meet our needs.
- 4. Our Lady of the Lake School will provide a safe and attractive environment for learning.*
(Strategy 1) Update/improve school entrances, bathrooms, hallways and classrooms
(Action Step 4) Implement a budget plan, start replacing needs. *Part of the capital campaign*