



**OUR LADY  
OF THE LAKE  
CATHOLIC SCHOOL**

**OLL SCHOOL BOARD MEETING MINUTES**

**DATE: JUNE 17, 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)	A
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)	P	Chris Johnson (at large)	A	Liz Engelhart (parish council rep)	P
				Meaghan Rasset (faculty rep)	P
		<b>A=Absent, P=Present</b>			

\* **Opening Prayer**

\* **Approve May minutes**

*Beth motion, Scott Second, Passed.*

\* **Principal Evaluation and Discussion**

Included in this was a larger discussion about school culture, and the need to revisit the board's role in making/enforcing policies, as well as revisiting ways to communicate with new families, in particular, about our Catholic values and expectations.

\* **School Update - Becky**

**Thank you, Brett**

A big thank you to Brett for serving as Board Chair for the past 3 years. I look forward to seeing you as a guest at Generation Day for years to come.

**Last Day of School**

We finished school on June 4th. It was a great, hot, celebration outside with all students, staff, and parents. Almost all teachers have checked out of the school building for the summer.

**MNSAA Annual Report**

The annual MNSAA accreditation report has been submitted. Review of report and approval should be done in July by MNSAA

**OLL+ Summer**

OLL+ summer program started June 9th. We have 36 students registered for the program. Mrs. A is directing the program again this summer.



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**Employment**

Kelly G. and I met with a candidate for the fundraising position this week. Heather will be following up with the candidate next week.

Openings: Part-time Spanish teacher, Fundraising Position

**EANS Funding**

The school has/will receive \$85,000 in EANS funding that must be put directly to COVID-related purchases. Items that have been submitted so far for this are extra hours for the school nurse and counselor, math curriculum, filters for air purifiers, new smartboards, student and staff Chromebooks. Monies are paid directly to contract services or reimbursed through checks depending on the item and date of purchase.

**Outdoor Classroom**

Outdoor classroom upgrade items have been ordered and scheduled for install the week of July 6. It will have a sunshade over the entire space with woodchip flooring and playground timer edging.

**Capital Campaign Projects**

Roger and I are working with a contractor to get bids and timing set up for updating a classroom to a science classroom. This should happen in summer 2022.

**Math Curriculum**

We are working with Origo and implementing the new 2022 version of Stepping Stones 2.0. This curriculum has great material for students, includes math facts practice, has an added literature component for k-2 with Big Books, spirals material more frequently to ensure solid understanding and retention works well with our MN state standards. Faculty will have training throughout next year with Pam Richards (including working with teachers in the classroom throughout the year).

\* **Advancement Update - Kassie**

**Enrollment:**

	<b>2020-2021</b>	<b>Current</b>	<b>Projected</b>
Pre-K	60	68	50
K	20	18	18
1 <sup>st</sup>	19	22	20
2 <sup>nd</sup>	14	23	18
3 <sup>rd</sup>	12	14	15
4 <sup>th</sup>	8	12	11
5 <sup>th</sup>	9	7	7
6 <sup>th</sup>	8	7	8
7 <sup>th</sup>	8	7	5
8 <sup>th</sup>	4	8	5
<b>Total:</b>	<b>162(102 K-8)</b>	<b>186(118k-8)</b>	<b>157(107 k-8)</b>



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## **Marketing/Retention/Events:**

Monthly events:

June:

Preschool Playtime  
K-4 Water World  
Middle School SLP Aquatic Center

July:

Preschool Splash Pad  
K-4 Lake Mtnka Regional Park  
Middle School Glencoe Aquatic Center

August:

Family Mini Golf

New family events:

Meet & Greet Ice Cream Social  
Open House

Spirit of the Lakes Parade  
Lake Minnetonka Best of Magazine ad  
Marketing initiatives: Ongoing

Middle school enrollment initiatives-

partnering with alumni: testimonials, tik tok style videos  
current students: videos, instagram stories, you tube channel (summer)  
Recruiting friends bonus?

Continue focus on Excellent Education grounded in Faith  
Examples: Blended Learning, service, leadership  
Positive messaging  
Outdoor classrooms  
In person learning  
Social involvement

Focus on Teachers

Positive  
One on one  
Involved and knows every student



## **Fundraising YTD: \$126,791**

\*Not including recent donations

### \* Subcommittee Updates

#### \* Finance – Scott

- Revenue exceed expenses by \$66k this month, largely due to US Govt for Employee Retention Credit (ERC) for \$124,459.
- Year-end financial expectation projected to be \$241k favorable.
- We added new lines to the monthly report, that shows all previously non-disclosed school balances. These are now listed as "BalSheet ####" within the revised section named "Reserves & Dedicated Funds". New BalSheet numbers include 1509, 1512, 1519, 1533, 1537, 1539. This should now represent full and complete financials for OLL school.
- Within just these lines and looking back to September 2020, there was \$52k of balances and now in May 2021 there is \$138k.... \$88k increase YTD.
- Fundraising now indicates an unfavorable balance of -\$127k under plan. We hear the Gala exceeded their goal however no numbers have been received yet in May, we also hear there is to be a \$50k donation in June which should soften the total missed fundraising goal shortcoming.

#### \* Marketing – Kelly G./Sally

#### \* Tech – Todd

- Upgrades should be installed by mid-July

#### \* Education- Gretchen / Mandy

- Discussion of whether to prioritize finding a Spanish teacher and keeping a Spanish program. Outcome of this discussion: the board values the Spanish program both because of anecdotal info that says it has benefitted OLL grads, and for the marketing value of a foreign language. Board is willing to spend a little more to continue the program similar to what we currently offer.

#### • Closing prayer

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### 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. - [Starting this again planning for summer 2022](#)  
(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. - [Survey sent out to middle school students. Teachers are reviewing data and collecting take-a-ways](#)

(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](#)