



**OUR LADY
OF THE LAKE
CATHOLIC SCHOOL**

OLL SCHOOL BOARD MEETING MINUTES

DATE: AUGUST 23, 2022

MEMBERS

Kelly Geadelmann (chair)	P	Raiya Larson (at large)	P	Fr. Peter Richards (pastor)	P
Katye Miller (Finance)	P	Rachel Iverson (marketing)	P	Becky Kennedy (principal)	P
Gretchen Chilson (education)	A	Beth Frey (fundraising)	P	Rhonda Eurich (church admin)	P
Connor Sir (Finance)	P	Liz Engelhart (parish council rep)	A	Amanda Moodie (advancement dir)	P
Jennifer Simmonds (at large)	A	Nancy Erdmann (faculty rep)	A	Amanda Young (dir of fundraising)	P
Ginger Skaja (education)	A	Meaghan Rasset (faculty rep)	P		
		A=Absent, P=Present			

• Opening Prayer

We began this meeting with an orientation to the Board for new members, a review of the Bylaws, and a reset of where we our strategic plan sits and what is ahead for the year. A lot of good discussion and a great way to focus the year as we move ahead.

Key Topics discussed

Strategic Plan

The strategic plan was reviewed with key initiatives achieved over the past 4 years:

- Academic Excellence
- Catholic Identify as a source of Strength
- Ensure viability and growth
- OLL as a safe/attractive place of learning and development

In 2022-2023 we will establish a self study to create our next evolution of strategy



In addition, we discussed the following areas of focus for this upcoming year:

- Academic Excellence
 - Becky will be focusing efforts on development of staff, implementing new standards
- Catholic Identity as a source of Strength
 - Focus on Middle school / Molly Jones is now also in charge of Faith formation, so good synergy here
 - Opportunity to increase service mission coming out of COVID
- OLL as a safe/attractive place of learning and development
 - Focus on Mental Health – for students and parents leading through, new counselor 2x a week vs. LY 2x a month. This counselor is Catholic.
 - Supporting parents in their parenting journey /Dr. Jules monthly sessions
 - Looking at opportunities to strategically plan enrollment / demographics, marketing focus to communicate our value proposition as a Faith based source of strength.

BYLAWS

- Discussed roles per Board Member
- Still need to fill the Technology Seat
- Continued opportunity to support new members and their roles, follow up is needed on some roles: Ginger & Kelly to meet 1:1, Jennifer's role will be defined within the At Large role for this upcoming year.
- Need a vote on the following changes:
 - Katye Miller has been appointed Vice Chair by Kelly, Father Peter and Becky
 - Katye will then take over for Kelly Geadelmann as Chair in the 2023-2024 school year
 - Kelly Geadelmann has been appointed as of July 2022 as Trustee of Our Lady of the Lake Parish.
 - Our By Laws indicate that an appointed position of the Parish can not serve on the School board.
 - Father Peter is recommending this as a transition year and is looking for the school board to vote to allow Kelly to continue to serve as the School Board Chair through the 2022-2023 school year, as she



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also serves as Trustee of OLL. This is so we can effectively support a smooth transition for the School board.

- Currently the following Voting members have voted Yes: Kelly, Katye, Father Peter, Connor Sir, Jennifer Simmonds, Rachel Iverson. We need to have all members not present vote as well.

Finance Update

We will come back with a rebalancing of the budget for next month given new data on enrollment and finalizing the school year budget. Our 5% shortfall in enrollment will be offset with Fundraising. The board will approve the budget next month.

School Update

22-23 School Theme

Mightier is the Waves of the Sea is his love for you. Psalm 93:4

New Family

New Family Packet has been sent out to parents to share some in's and out's of OLL(attached)

Middle School Packet

Middle School Packet was updated this year and was sent out to families in early August. We went to all middle school parents. This should help with the transition from 4th grade to 5th grade.

MNSAA

The 21-22 Annual report was approved, and our accreditation is still in good standing.

This is year 6 in the 7-year cycle, which means we get to go through the self-study process and write a new School Strategic Plan. This will involve our entire community and board. In September, we will walk through the self-study process.

Preschool Emergency dollars



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COVID emergency dollars through DHS will run through the 22-23 school year. Each month we receive \$1,700-\$2,500 from DHS. These dollars are to be split between payroll(70% min) and other items to mitigate COVID and training staff(furniture, PD for staff)

Staffing

We are fully staffed and now looking at scheduling our PD for the year.

Professional Development

We have 9 hours of Math PD, 3 through Origo(curriculum), and 6 through a Math coach.

We also have coaching once a month for three staff members each month. Some staff will have coaching each month some will have it every other month. (Using fund a Need and CSCOE Grant dollars)

New Staff Orientation and Workshop Week

New staff have orientation on 8/8, and all staff were officially back in the building on 8/22

Science Classroom(capital campaign)

Almost done. Cabinets are coming in today! :) [Kelli Gillispie-Coen](#), has led the charge on this project, and I would love to hear ideas on how to thank her.

Bathroom Upgrades(capital campaign)

Almost complete. The 1st-floor boy's bathroom and some other small items.

• **Advancement Update** – Amanda



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2022-2023 School Year Net Retention Data

Class	Number Enrolled at the end of the 21/21 school year	Number of Students not Returning	Retention Rate %	Covid Only Enrollment	Preschool Only Family	Moved to another area	Unhappy with teacher or student dynamic	Other/Unknown	Plans to attend Public HS, Wants Public MS	Needed More Services
Preschool										
Preschool- 3/4	26	9	65%		2	2	2	2	1	
Preschool- 4/5	25	15	44%		1	10		1	3	
PreK	18	4	78%			4				
Total	69	28	Preschool Retention Rate: 60%							
				(Note that we anticipate 40% of students will only attend OLL for preschool and not stay for K)						
Total Number of Students leaving and Avg %				3- 12%	16- 57%	2-7%	3-12%	3-12%		
Grade School K-8										
Elementary K-4										
Kindergarten	19	6	68%		2		2		2	
1	19	4	80%		2				1	1
2	20	6	70%		2			1	2	1
3	17	3	82%		2		1			
4	14	4	72%					2		2
Total K-4	89	23	Elementary Retention Rate: 75%							
Total Number of Students leaving and Avg %				8- 36%		3- 13%	3- 13%	4- 18%	2- 10%	2- 10%
Middle School 5-8										
5	7	1	85%		1					
6	11	0	100%							
7	7	0	100%							
Total 5-8	32	1	Middle School Retention Rate: 97%							
Total Number of Students leaving and Avg %				1- 100%						
Total	121	24	Grade School Retention Rate: 80%							
Total Number of Students leaving and Avg %				9- 38%		3-13%	3-13%	5- 20%*	2-8%	2-8%
Retention rates do not reflect new student enrollment. This is the most accurate guide for measuring attrition. Net retention is not a valid indication of true attrition rates.										
* Other/Unknown: Preschool: 2 for unknown reasons, 2 chose to enroll in kindergarten against teachers recommendations Grade School: 1 due to divorce parent disagreement on where to send child, 1 moved to me at same school as sibling, 2 (same family) due to financial reasons but declined assistance, 1 for separation of twin siblings (only one twin left the school).										
What Does this mean: 50% of student that left in K-7 where more or less out of our control with (9) 38% of K-7 students that only joined us for Covid and (3) 12-13% moving away from this area. An additional (5) 20% fall into the 'other' category with explanations listed above.										
3 (13%) of student K-7 indicated that they were leaving because they were unhappy with their teacher, academic rigor or that their student had not found the right fit amongst a friend group. During the 2022-2023 school year, we will assess if the academics is a perception issue we can fix or if there are improvements to the curriculum and or resources that we can make. We also look forward to welcoming a new 4th grade teacher as well as a new Preschool teacher and a new preschool assistant.										



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2022-2023 School Year Enrollment Data (As of 8/10/2022)

Class	Number Enrolled for 2022/2023 school year	Number of Students Returning	Number of New Students
Preschool			
Preschool- 1	18		
Preschool- 2	20		
PreK	18		
Total	57	21	36
Grade School K-8			
Elementary K-4			
Kindergarten	24	18	6
1	14	13	1
2	15	14	1
3	14	14	0
4	16	14	2
Total	82	73	10
Middle School 5-8			
5	11	10	1
6	6	6	0
7	11	11	0
8	8	7	1
Total 5-8	36	34	2
Total K-8	119	107	11
Total Enrolled Preschool-8	176		



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Historical Enrollment Number (As of Sept 1 of each school year)						
Class	Number Enrolled at the beginning of 2017/2018	Number Enrolled at the beginning of 2018/2019	Number Enrolled at the beginning of 2019/2020	Number Enrolled at the beginning of 2020/2021	Number Enrolled at the beginning of 2021/2022	Number Enrolled for 2022/2023 school year
Preschool						
Preschool- 1						20
Preschool- 2						19
PreK						18
Total	52	56	43	59	66	57
Grade School						
Elementary						
Kindergarten	12	15	18	20	19	24
1	10	10	14	20	18	14
2	5	9	10	14	20	15
3	10	7	7	12	16	14
4	7	8	8	8	14	16
Total	44	49	57	74	87	83
Middle School						
5	1	5	5	9	6	11
6	10	2	4	7	11	6
7	9	10	3	8	6	11
8	7	9	11	2	8	8
Total	27	26	23	26	31	36
Total	71	75	80	100	118	119
	123	131	123	159	184	176

What does this mean: Looking at Gross Enrollment, we are down 4% from the 2021-2022 Enrollment with 8 less students compared to Sept 1st of 2021
 Compared to Pre-Covid enrollment, our Gross Enrollment is still up by 43% with an increase of 53 students compared to Sept 1st of 2019
 Our Middle School is the Largest it has been in in the last 6 years (I do not have pre 2017 data)

Closing Prayer