



**OUR LADY  
OF THE LAKE  
CATHOLIC SCHOOL**

**OLL SCHOOL BOARD MEETING MINUTES**

**DATE: SEPTEMBER 15, 2022**

**MEMBERS**

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

**Opening Prayer**

**Approve August minutes** – Kelly motion, Connor second. Passed.

**School Update**

**Focus This Month** The staff has been building necessary relationships and teaching routines to students.

**MNSAA**

1. *Review current vision and mission.*

Vision *Our Lady of the Lake Catholic School Integrates the message of Christ into all educational experiences and provides a program of academic excellence which challenges each student to expand their intellectual capacity to the fullest.*

Mission *Our Lady of the Lake Catholic School, together with the parish community, provides academic excellence through a Catholic education that guides the growth of all learners while following Christ’s example of love and service.*

Tonight we discussed using “Praise God, Work Hard, Love One Another” for the mission and integrating the current mission into the vision. Becky will bring this idea to staff.

2. Here are two of the standards we need to show evidence of compliance with. Please share ideas on where you see these two standards met:

1.04 **COMMUNICATION OF MISSION & PHILOSOPHY:** The school communicates the mission and philosophy to the stakeholders in the school community.

Evidence of Compliance: *narration of compliance; observable evidence that the statements are known and understood by stakeholders;*

1.05 **USE OF STATEMENTS:** The school provides evidence that the mission and philosophy statements are the foundation for the school’s goals, programs, policies, and procedures.



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Evidence: *narration of compliance; observable evidence that mission and philosophy are reflected in developing school goals, programs, policies and procedures*

## **Believe and Read**

Last week K-2 started the Believe and Read reading program we are using through Groves Literacy Organization. We have a coach onsite every Friday working with teachers to ensure the capability of teaching the program. The program's initiation has not been perfect, but the teachers are asking our coach good questions to understand the different parts best. Learn more about Believe and Read [Here](#).

## **Coaching**

This year we have teamed up with Northshore Coaching to have an educational coach work with teachers each month to help them reach their teaching goals. Our coach works with 3 teachers each visit and will be here monthly through February. A CSCOE grant covers this coaching.

## **Virtues In Practice (VIP)**

We started our VIP program this month. Each month we will focus on a different virtue. Each week of the month, we introduce a different piece. Week 1, the virtue. Week 2, a saint that exemplifies the virtue. Week 3, how to practice the virtue in school. Week 4 how to practice the virtue at home. Students can nominate for the VIP award.

## **NWEA Testing**

Students start NWEA Growth assessment on September 26. Teachers use this data to help guide teachers with the instruction needed for each student.

**Bathroom Upgrades**(capital campaign) The staff bathroom is waiting on a new sink. Some holes in the tile are still needing to be filled.

## **Advancement Update – Enrollment:**

Gr.	Sept 12
K	24
1	14
2	15
3	14
4	16
5	11
6	6
7	12
8	9
KR	18
4-5	20
3-5	19
<b>total</b>	<b>178</b>
PreK	57
k-8	121
k-4	83
5-8	38



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Since our last board meeting, we have had 1 new student enroll in preschool, 7th grade and 8th grade. 1 additional student touring to start in preschool.

Kindergarten is full, any future inquiries will be placed on a waitlist

7/8th grade are full, any future inquiries will be placed on a waitlist and discussed on a case by case basis. The middle school classes are still blended for all classes except Math and English.

\*\*\* We need to look at and discuss a plan for next year's 5th/6th grade. Current Enrollment would mean there are 26 students in the class. Middle school teachers have expressed a concern about room size and space. Current layout is difficult for the 21 students they have. What is our "Cap" from an enrollment standpoint? Do we split more classes but not all? Middle School teachers do like some blending as it allows the older class to be leaders to the younger blended class. Also helps with friendship dynamics.

### **Community Building Events:**

Hosted our 1st Family fun night on Monday at Big Stone Mini Golf. Appx 50 people in attendance.

Grade level parent coffees are being hosted following Mass. Parents are invited to attend on the day that their students' class leads Mass. Myself, Becky and Father attend.

Middle School Fun Night this Friday: Pizza party as a 'Kick Off to Incredible Festival' Most students are purchasing wristbands and attending the festival with parents afterwards.

Next Family Fun Night: October 7th Apple Orchard. Parish Faith Formation is also invited.

### **Marketing:**

Looking at demographics, branching out to other sister parishes that do not have schools. Social media post, 2 per day with occasional add on. Please "LIKE" our page, follow, like, comment, share.

Updated our google account with photos. I plan to ask parents I have relationships with to review us online.

Add in Parish Bulletin

Holding off on Facebook Ads until closer to enrollment events (November).

### **Finance -**

The 2022-23 Financial Plan as of March 2022 assumed 57 preschool students and 140 K-8 students.

This was due to our new "Save Your Spot" registration program - parents saved spots in winter and then withdrew over spring/summer.

We ended up with 57 preschool students and 122 K-8 students. As a result, our budget needed to be rebalanced.

We did this by:



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- 1.) Increasing our fundraising goals by approximately \$27,000
- 2.) Increased our "Other Income" by \$10,000 to more accurately reflect Pennywise income
- 3.) Reduced Continuing Ed by \$9,000
- 4.) Reduced Equipment Purchases by \$10,000
- 5.) Reduced salary estimates by \$20,000 due to lower staffing needs

Gretchen motioned to approve budget. Second Ginger. Passed.

**Fundraising**

\$15,000 grant for Help-A-Student.

Ambassador donations have recently come in.

Alumni happy hour at Incredible festival.

**Open discussion**

**Closing prayer**