



**OLL SCHOOL BOARD MEETING – ZOOM**

**DATE: June 21, 2024**

**MEMBERS:**

Katye Miller (chair/finance)	P	Talia Hindi (marketing)	A	Fr. Peter Richards (pastor)	A
Gretchen Chilson (sec of educ)	P	Steve Boatright (parish council)	A	Becky Kennedy (principal)	P
Connor Sir (finance)	A	Nancy Erdman (faculty rep)	A	Amanda Moodie (dir of enrollment)	P
Melinda Young (technology)	A	Meaghan Rasset (faculty rep)	P		
Ginger Skaja (education)	P	Kate Spangenberg (faculty rep)	A		
Beth Frye (fundraising)	A				
Rachel Iverson (marketing)	A			<b>P = Present, A = Absent</b>	

*Starting in August: Finance - Brian Govern Marketing- Kassie Ricke Education - At-Large: Meggie Humphry and Claudia Thode Technology - Tom Herr (Thank you to Connor, Melinda, Beth and Rachel!)*

- **Opening Prayer**
  
- **Approve Minutes from May**
  - Gretchen motion, Ginger second. Passed.
  
- **School Update - Becky**

**End of Year Assessment**

See the attached PDF for a more detailed breakdown of end-of-year Assessments. This was also shared with parents via SchoolSpeak

**Open Positions for 2024-2025 School year**

None, we are fully staffed, YAHOO! Please welcome Melanie Kamps to the Preschool teaching team.

**TADS Agreements**

Families have received their TADS agreement for the next school year. This is their tuition contract with the school. All families are asked to complete their agreement by June 1. We have nine (9) families who still need to sign their agreements.

## **TADS Tuition**

We have 11 families who are late on tuition for various reasons. Carol and I are working to recoup all unpaid tuition for 23-24 school year. This is currently at \$17,662 in late tuition and OLL+ fees. This includes preschool and K-8.

## **New This Year: School Day Activity Fee**

In an effort to streamline our funding requests and reduce the number of “asks” during the school year, we are introducing a one-time School Day Activity Fee. This fee will cover all school day field trips and events for the entire academic year.

- K - 8th Grade Activity Fee: \$120
  - This fee includes:
    - All school-day off campus and on campus field trips
    - Various school day events, Christmas Shop, etc
    - Tech Fee
  - This fee does not include:
    - Parent-led holiday parties
    - GalaClassroom baskets

The activity fee will be automatically added to your TADS account, unless you have opted for the one-payment option.

## **Handbook Additions**

Guiding Principles Regarding Human Sexuality and Sexual Identity. This is to be in accordance with Archdiocese Catholic School Handbook (Adopted from the MN Catholic Conference)

Purpose: Our Lady of the Lake Catholic School is committed to providing a safe environment that allows students to flourish academically, physically, and spiritually. We are obliged to provide an education and resources consistent with Catholic teaching. The starting point for Catholic education is a deeply held understanding that affirms the God-given irrevocable dignity of every human person.

Catholic teaching permeates and shapes the ethos of Catholic schools. The following Guiding Principles shall inform the creation of policies, handbooks, statements, employee agreements, and training for employees.

- God created each person body and soul “in His own image, in the image of God he created them; male and female he created them” (Gen. 1:27). The dignity of each person and the source of his or her most important identity is found in this creation in the image and likeness of God (CCC §364).
- God uses the body to reveal to each person his or her sexual identity as male or female. A person’s embrace of his or her God-given sexual identity is an essential part of living a fulfilled relationship with God, with oneself, and with each other (Laudato Si §155).
- The harmonious integration of a person’s sexual identity with his or her sex is an expression of the inner unity and reality of the human person made body and soul in the image and likeness of God (CCC §364-65).
- The physical, moral, and spiritual differences between men and women are equal and complementary. The flourishing of family life and society depends in part on how this complementarity and equality are lived out (CCC §2333-34).

- All students and families deserve interactions with Catholic school communities that are marked by respect, charity, and the truth about human dignity and God's love (Deus Caritas Est §20).

**Application of Guiding Principles:** Our Lady of the Lake Catholic School will relate to each student in a way that is respectful of and consistent with each student's God-given sexual identity and biological sex. To this end, below are some examples of how these Guiding Principles apply at Our Lady of the Lake Catholic School.

1. All school policies, procedures, resources, employee training, and assistance given to families will be consistent with the Church's teaching on the dignity of the human person, including human sexuality. Reflective of a commitment to a culture of transparency and understanding, these policies will be made available in relevant handbooks, agreements, and statements.
2. Student's name and pronoun usage will correspond to his or her biological sex.
3. Student access to facilities and overnight accommodations will align with his or her biological sex.
4. Eligibility for single-sex curricular and extracurricular activities will be based on the child's biological sex.
5. Expressions of a student's sexual identity are prohibited when they contradict or cause disruption or confusion about the Church's teaching on human sexuality.
6. Students who attend and employees who work at a Catholic school can expect that the school acknowledges that God has created each person as a unity of body and soul, as male or female, and that God-designated sexual expression and behavior must be exclusively oriented to love and life in marriage between one man and one woman.
7. Schools will communicate with parents or guardians about their child's behavior at school and inform them of any concerns relating to the physical, emotional, social, and spiritual health, safety, or welfare of their child, except when advised otherwise by law enforcement or a social service agency.

## **Definitions**

1. Biological sex refers to a person's biology as male or female based upon physical characteristics present at birth.
2. God-given sexual identity refers to a person's identity as male or female that is congruent with one's biological sex at birth.

## **Hair Color?**

I'm struggling with the correct approach and wording for the handbook hair topic. We currently state that hair has to be a natural color. I'm looking for feedback on how to support our dress code while being culturally sensitive, specifically with weaves/extensions.

## **Preschool Lunch Change**

Because our preschool program is a licensed preschool and because of the free lunch rules, OLL Preschool does not qualify for the free lunch and breakfast program. In looking through CACFP options for OLL Preschool, 25% of the preschool students would need to qualify for free or reduced-priced meals in order to qualify for CACFP. As of May 31st only 15% qualified.

Lunches for Preschool will be charged this school year and the cost per lunch is estimated to be \$5.25. This final cost will be given to us through the lunch program in August. I plan to send a special communication to our preschool parents in this update.

### **End of Year Survey Results**

So far, 5 parents have completed the end-of-year survey, and our score average is 8.6 out of 10. We have received great feedback on improving the score to 10. Areas include academic rigor, reaching all student levels, teacher relationships, consistency of expectations from grade to grade and classroom to classroom, addressing behaviors, Middle school clubs, field trips, and online content, and addressing bullying behavior quickly.

Favorite memories/highlights include: child saying, "This school year is going so fast," the Middle school choir concert, Carol, graduation, and Having a happy kid who loves to go to school!

I hope for more feedback and will share the survey link to the parent facebook page.

### **Happening Over the Summer:**

1. Planning, Praying, and Playing
2. New Irrigation and grass on the playground(thank you, Fund A Need donors!)
3. New steps installed by the playground doors(Door 6)
4. Repainting parking lot
5. New lunchroom tables, Stage, and Risers
6. New carpet in the office, lounge, a few classrooms, and elevator landings
7. Painting and cleaning of spaces
8. Finalizing Catholic School Study Plan - 24/25 school year focus Virtue Formation, Parish School partnership, and Parent involvement

### **Current School Strategic Plan Initiatives for 23-24 school year**

1. Establish and create Specialist Responsibilities and Learner Outcomes
  - a. Evaluate curriculum for specials and learner outcomes per grade. Done
  - b. Write learner outcomes for each specialist subject. **(Finishing by August)**
  - c. Assess and implement opportunities to enhance parent communication without adding new communication methods. - DONE
2. Build a collaborative partnership between Church and School geared toward enhancing faith formation for students within Church and School

- a. Implement enhanced branding strategy (marketing, Amanda, include Anna S)
  - b. Integrate parish staff on school faith-focused committees; specifically Lent and Advent (started, will continue next year)
3. At Our Lady of the Lake, we will live out our mission of serving others by being the hands and feet of Jesus.
- a. Build a standard service calendar (May)
  - b. Create a new Middle School Service Manual (solidify process, standard, and expectations)(Done)
4. Develop parent education opportunities to drive engagement and the success of OLL.
- a. Create committee Done
  - b. Assess needs and wants for parent education committee This committee is continuing to work on developing parents education plans for next year.
5. Our Lady of the Lake will strengthen the afterschool programs to help build community and enrichment opportunities.
- a. Create after-school program committee (created)
  - b. Assess needs and wants for after-school programming (currently working on and looking at areas)
  - c. Create a plan based on assessment results

● **Enrollment Update - Amanda**

2024/2025

Gr.	Registered	
K	12	
1	21	***Waitlisted
2	22	***Waitlisted
3	12	
4	12	
5	15	
6	12	
7	9	
8	6	
KR	18	18-FT
		9-FT, 1-2 day fullday, 2- 3 day all day
3-5	22	4- 5 day ½ days, 5-3 day ½ day, 1-2day ½ day,
<b>total</b>	<b>161</b>	
Preschool	40	
k-8	121	
K-4	80	
5-8	41	

**162** Students are currently registered for next year.

Unfortunately,, I have been losing students at the same rate I've been gaining this month. With contracts kicking in for July 1st 50% tuition due, I feel we have heard from all families that are likely pulling out of their contract.

**Projections for next year:** The 1 remaining student that has not enrolled, (I believe that they will) we will be at 162. I am hopeful to gain 4-5 preschoolers (Assume 3 part time and 2 full time) and 1 additional non preschool student over the summer. **With an estimate of 168 for enrollment. (I lost 2 current students that I had assumed would stay with us).**

### **Key Summer Projects:**

- Updating Welcome packets for New Family and Middle School
- Creating Preschool Specific Packet
- Marketing and Enrollment Grant Application through CSCOE (Date TBD)
- Preschool Pamphlet update and order
- Assign Ambassador Families and connect them with New Families
- Assign and Distribute New Family, Kindergarten and Middle School Signs
- Assemble Welcome Boxes for New Families

### **Ongoing Summer Items:**

- Calendar and Event Planning for School Year
- Working with Katye, Becky and Carol on Volunteer initiatives, PTO plan etc
- Website Updates
- Continuing to maintain School Facebook Page
- Tours and Phone Calls

### **Summer Events/Dates at a glance:**

July 16th - Middle School Bunker Beach Aquatic Center 11am-3pm 10am-4pm with bus

July 17th- PreSchool and Elementary Mntka Regional Beach Party- 9-12pm

July 20th- Spirit of the Lakes Parade 9am-12pm (arrive at 830am)

August 7th - Used Uniform Sale: 2-6pm  
New Family Meeting 5:30-6:00  
All Family Ice Cream Social 6:15pm-730pm with Lakes Ice Cream

August 22nd- MS Orientation 4:30-5:45 w/Pizza  
Back to School Night 6:00pm-8pm

August 27th- 1st Day of School with Yard Signs, Red Carpet, Photos  
Parent Coffee K-8 presentation rm 9:15-10am

Sep 3rd-1st Day of Preschool with Yard Signs, Red Carpet, Photos

Sept 4th - 1st Day of Preschool with Yard Signs, Red Carpet, Photos

- **Financial Update - Katye**

Screenshots of the financial "Statement of Activities" are the end of this document (current as of the end of April - church has not closed out May yet)

- **Parish Update**

- **Open Discussion**

**Fundraising Plan for 24-25** (introducing PTO to build support for event chairs)

**After School Activities Update** Survival class, Fly tying class, Alone at home class, Babysitting class, potential for Catholic league sports (starting with basketball), still potential for Skyhawks if there's interest.

- **Closing Prayer**

*Our Lady of the Lake Church*

**Statement of Activities**

*School Only*

April 30, 2024

	Current Month Actual	Current Month Budget	Current Month Budget vs. Current Month Actual	YTD Actual	YTD Budget	YTD Budget vs. YTD Actual	Annual Budget	YTD as % of Annual Budget
<b>Income</b>								
<b>Parochial School</b>								
Contributions Revenue Totals:	1,285.00	85.00	1,200.00	15,739.72	14,159.00	1,580.72	15,000.00	104.93
Bequests Revenue Totals:	0.00	0.00	0.00	85.00	0.00	85.00	0.00	0.00
Dividend/Interest Revenue Totals:	644.80	0.00	644.80	5,438.21	0.00	5,438.21	0.00	0.00
Realized Gains (Losses) on Invest Totals:	82.43	0.00	82.43	1,937.90	0.00	1,937.90	0.00	0.00
Unrealized Gains (Losses) on Invest Totals:	(8,093.55)	0.00	(8,093.55)	18,723.64	0.00	18,723.64	0.00	0.00
Other Revenue Totals:	5,267.47	4,673.00	594.47	31,848.16	32,704.00	(855.84)	40,000.00	79.62
Program Income Totals:	4,475.14	491.00	3,984.14	50,299.47	37,305.00	12,994.47	38,030.00	132.26
Tuition Revenue Totals:	93,101.40	93,019.00	82.40	752,474.41	744,152.00	8,322.41	837,171.00	89.88
Fee Revenue Totals:	23,430.50	20,951.00	2,479.50	199,237.30	173,317.00	25,920.30	193,600.00	102.91
Fundraising Revenue Totals:	28,235.74	8,314.00	19,921.74	303,573.82	268,018.00	35,555.82	378,000.00	80.31
Sales Totals:	0.00	0.00	0.00	134.89	0.00	134.89	0.00	0.00
Grant Revenue Totals:	1,425.29	0.00	1,425.29	25,955.69	0.00	25,955.69	0.00	0.00
Student Activity Income Totals:	0.00	0.00	0.00	1,284.00	1,174.00	110.00	1,500.00	85.60
Donor Restricted Income (Temp) Totals:	12,100.00	0.00	12,100.00	12,010.00	0.00	12,010.00	0.00	0.00
Donor Restricted Income (Perm) Totals:	0.00	0.00	0.00	500.00	0.00	500.00	0.00	0.00
<b>Parochial School Totals:</b>	<b>161,954.22</b>	<b>127,533.00</b>	<b>34,421.22</b>	<b>1,419,242.21</b>	<b>1,270,829.00</b>	<b>148,413.21</b>	<b>1,503,301.00</b>	<b>94.41</b>
<b>Income Totals:</b>	<b>161,954.22</b>	<b>127,533.00</b>	<b>34,421.22</b>	<b>1,419,242.21</b>	<b>1,270,829.00</b>	<b>148,413.21</b>	<b>1,503,301.00</b>	<b>94.41</b>

	Current Month Actual	Current Month Budget	Current Month Budget vs. Current Month Actual	YTD Actual	YTD Budget	YTD Budget vs. YTD Actual	Annual Budget	YTD as % of Annual Budget
<b>Expense</b>								
<b>Parochial School</b>								
Salary/Wages Exp Totals:	91,150.40	113,562.00	22,411.60	1,021,158.12	1,036,629.00	15,470.88	1,186,700.00	86.05
FICA/Medicare Exp Totals:	6,123.83	6,221.00	97.17	72,153.41	69,238.00	(2,915.41)	83,887.00	86.01
Other Employee Benefit Exp Totals:	138.50	117.00	(21.50)	8,182.74	6,857.00	(1,325.74)	23,843.00	34.32
Lay Insurance Exp Totals:	14,620.88	10,371.00	(4,249.88)	120,124.24	106,478.00	(13,646.24)	127,217.00	94.42
Lay Pension Exp Totals:	1,027.11	994.00	(33.11)	39,354.35	32,340.00	(7,014.35)	41,809.00	94.13
Staff Development Exp Totals:	0.00	6.00	6.00	89.82	1,751.00	1,661.18	2,468.00	3.64
Background Check Exp Totals:	46.50	0.00	(46.50)	1,287.50	0.00	(1,287.50)	0.00	0.00
Building Equipment Exp Totals:	0.00	0.00	0.00	398.86	2,516.00	2,117.14	2,700.00	14.77
Computer Hardware Exp Totals:	184.98	349.00	164.02	6,402.85	9,316.00	2,913.15	10,000.00	64.03
Computer Software Exp Totals:	268.58	84.00	(184.58)	9,263.86	6,885.00	(2,378.86)	7,500.00	123.52
Computer Consulting Exp Totals:	106.00	(356.00)	(462.00)	4,096.02	1,013.00	(3,083.02)	1,800.00	227.56
Mileage/Transportation Exp Totals:	0.00	25.00	25.00	489.91	256.00	(233.91)	307.00	159.58
Professional Services Exp Totals:	222.59	181.00	(41.59)	2,237.72	11,748.00	9,510.28	12,140.00	18.43
Fundraising Exp Totals:	7,405.56	334.00	(7,071.56)	22,723.79	3,333.00	(19,390.79)	4,000.00	568.09
Hospitality Exp Totals:	94.95	42.00	(52.95)	1,401.08	762.00	(639.08)	1,250.00	112.09
Marketing/Advertising Exp Totals:	1,067.28	1,832.00	764.72	11,471.69	8,736.00	(2,735.69)	15,000.00	76.48
Postage Exp Totals:	119.60	125.00	5.40	1,200.91	949.00	(251.91)	1,500.00	80.06
Instructional Exp Totals:	1,256.00	1,144.00	(112.00)	8,289.19	14,107.00	5,817.81	15,600.00	53.14
Program Exp Totals:	1,386.51	1,542.00	155.49	27,433.37	15,670.00	(11,763.37)	20,937.00	131.03
Supplies Exp Totals:	2,768.16	2,634.00	(134.16)	19,782.03	26,241.00	6,458.97	29,700.00	66.61
Telephone Exp Totals:	1,286.68	249.00	(1,037.68)	12,719.94	5,989.00	(6,730.94)	10,395.00	122.37
Utilities Exp Totals:	754.43	4,272.00	3,517.57	32,816.82	37,278.00	4,461.18	43,446.00	75.53
Bank Charge Exp Totals:	48.87	168.00	119.13	4,801.99	5,040.00	238.01	6,500.00	73.88

	Current Month Actual	Current Month Budget	Current Month Budget vs. Current Month Actual	YTD Actual	YTD Budget	YTD Budget vs. YTD Actual	Annual Budget	YTD as % of Annual Budget
Maintenance & Repair Exp Totals:	0.00	555.00	555.00	6,267.46	10,497.00	4,229.54	13,171.00	47.59
Property/Liability Ins Exp Totals:	0.00	0.00	0.00	15,243.25	13,668.00	(1,575.25)	19,798.00	76.99
Student Activity Exp Totals:	6,958.63	1,058.00	(5,900.63)	23,729.64	17,486.00	(6,243.64)	21,500.00	110.37
Cost of Goods Sold Exp Totals:	0.00	0.00	0.00	272.00	0.00	(272.00)	0.00	0.00
Expenditures of Restricted Donation Totals:	5,757.22	0.00	(5,757.22)	65,932.47	0.00	(65,932.47)	0.00	0.00
Parochial School Totals:	142,793.26	145,509.00	2,715.74	1,539,325.03	1,444,783.00	(94,542.03)	1,703,168.00	90.38
Expense Totals:	142,793.26	145,509.00	2,715.74	1,539,325.03	1,444,783.00	(94,542.03)	1,703,168.00	90.38
<b>Income - Expense:</b>	19,160.96	(17,976.00)	37,136.96	(120,082.82)	(173,954.00)	53,871.18	(199,867.00)	







