



OLL SCHOOL BOARD MEETING

DATE: March 20, 6:30 PM

Location: Virtual, Google Meet

Link: <https://meet.google.com/hot-sszs-yxy>

Dial In: (US) +1 470-222-7532 PIN: 359 606 626#

MEMBERS:

V - Brian Govern (chair/finance)	P	V- Meggie Humphrey (at large)	A	Fr. Peter Richards (pastor)	P
V- Gretchen Chilson (secretary/education)	P	V- Claudia Thode (at large)	P	Becky Kennedy (principal)	P
V- Tom Herr (technology)	A	Nancy Erdman (faculty rep)	P	Amanda Moodie (dir of enrollment)	P
V- Ginger Skaja (education)	P	Meaghan Rasset (faculty rep)	P	V- Allyse Rodgers (Finance)	A
V- Kassie Ricke (marketing)	A	Kate Spangenberg (faculty rep)	P		
V- Talia Hindi (marketing)	P	Steve Boatright (parish council)	A		
Katy Miller (PTO Liaison)	P			<i>P = Present, A = Absent, * = Proxy</i>	

Opening Prayer - Brian

Approve February Minutes. Ginger motion, Gretchen second. PASSED.

School Update - Becky

- **School Board Elections**

- Elections are slated for April 25-27. We will need to start recruiting for open seats as candidate applications are due April 11.

- **Mid-year Parent Survey**

- The survey was sent out a few times. I'm adding it to schoolspeak for Friday's email for one
- more push and to the parent page on facebook. Results will be shared in April.

- **25/26 Budget - Vote**

- The budget for this year took into careful consideration the rising costs of everything. Efforts have been made to reduce the amount of money the school relies on from the parish while ensuring the excellent education we all know. The parish remains dedicated to supporting the school both financially and through ongoing communication. They are committed to strengthening the partnership between the parish and the school. The goal is to balance fiscal responsibility with the commitment to providing high-quality educational experiences for students.
- Fundraising will need to be a focus for the board next year and collaborating with the parish.

- **Virtues In Practice(VIP)**

- Students are focusing on the virtue of Forgiveness

- **Generation Day - April 25**

- Planning for Generation Day has started. Brittany Onken is leading this committee. This is a great event to invite grandparents and other family members to see OLL. This is a Friend-raising event.

- **Staffing**

- The following positions are open and I am actively looking for people:
 1. Summer OLL+ classroom assistants
 2. 25/26 School Year Spanish
 3. 25/26 School Year OLL+ after school care

- **Fundraising**

- Rake a Thon- \$58,881 (once all TADS dollars come in). Currently, \$53,404.80 has been collected Budget \$59,000
- Annual Fund- \$102,293 budget \$92,000 \$10,000 from a donor was moved to Fund a Need
- Keg and Cork- \$0 budget Net \$9,070 - Canceled. We will need to add this to the annual fund.
- Raffle- \$11,380 budget Net \$12,000 Raffle Next week, we may win a \$500 grant for our videos
- Help A Student - \$72,903 Budget - \$70,000 Letters went out on February 3
- Gala- \$5,915.85 budget Net \$60,000

Strategic Plan Updates

- **Subject Matter Philosophies**

- The school's subject area philosophy updates have been completed, yay! These will be used in enrollment, marketing material, and staff items.
- **Outdoor learning spaces**
 - We have a team of staff members reviewing proposed upgrades/changes to the current outdoor classroom learning space under the blue awning. We are seeking out one other company to price out.
 - We had a parent assess the longevity of our blue playground. We should plan to replace this in the next 3 years.
- **Parent Education**
 - We continue to utilize the faith-based education offerings that the parish is promoting to support our parents. We do this by fostering different parish initiatives via flyers in backpacks and SchoolSpeak announcements. Sarah Winterlin is working with me on Adding 3 parent education sessions next year, utilizing Dr. Jules's parent education sessions.
- **Professional Development**
 - We continue to work with a few different initiatives for coaching with teachers.
 - i. Teachers who teach reading and math had one on one coaching this month with our NWEA Data coach from Bluum. Outcomes focused on reviewing and reflecting on January NWEA results. (covered by CSCOE)
 - ii. 3rd and 4th-grade teachers are working with a Bluum coach focusing on Math and number talks. (Covered by CSCOE)
 - iii. Teachers with different focus areas continue to meet with Allie from Northshore Coaching. She is working with us on our differentiation strategy in our strategic plan. (Covered by Title II funding and grants)

Marketing/Enrollment Update - Amanda

February Enrollment Update:

Gr.	Current 24/25 Enrollment	25/26 Enrollment as of 3/8	Projected
K	12	13	15
1	21	13	13
2	21	21	21
3	14	16	17
4	12	13	14
5	15	12	12
6	12	12	12
7	9	12	12
8	7	7	9
KR	18	Preschool Total: 25	40
4-5	16		
3-4	11		
total	168	144	165 (+/-8)
Preschool	45	25	40
k-8	123	119	125

Inquiries for the 2025/2026 School Year			
	Number of Inquiries	Tours Scheduled for this month	Tours Complete in this month
24/25	4		4
Sept	3	0	0
Oct	2	1	1
Nov	2	3	3
Dec	3	1	1
Jan	4	3	3
Feb	2	3	3
Mar	1	3	3
April			

Save Your Spot/Registration 144 students are currently enrolled for 2025/2026, 25 of which are in preschool; We are still hopeful for similar enrollment for K-8. Preschool numbers are down from last year. We continue to push preschool marketing on Facebook and other areas. Westonka is not on a waitlist this year which is consistent with what we have been tracking, that district numbers as a whole are down. Our Preschool Open House is April 5th. I sent out reminders and connection emails to over a dozen prospective preschool families. 40 is still the target goal but it is feeling more and more like a stretch with the lack of enrollment following tours. I do feel that Westonka being open and not on a waitlist directly affects those numbers. Those who seek OLL just for preschool are at less of a “need” for our services. Hopefully, this translates to a higher retention from Preschool to kindergarten in the future. We can focus our efforts on continuing to connect with our current families and improving offerings and experiences for long-term happiness of current families. (Thank you for being here)!!!

Enrollment/Retention:

- **New family referral information: Again, please**
 - Share the Joy of OLL was shared this month with OLL families. Please help us spread the word as Word of mouth Advertising is our most effective form of Marketing. - Sweetheart Dance- 3/1 for Female students and their Dads, Uncle Grandpa, etc...was a huge

success and so darling to see in person.

- FFN Bingo was a lot of fun. Several from parish and school attended (although we have had higher Bingo attendance in the past)
- Preschool Open House April 5th with Safari Greg 10 families currently enrolled - Middle School Spring Social with St Therese is April 11th
- Generation Day April 25th
- Looking at a Kindergarten Signing Day wit CSCOE

Upcoming Marketing items:

- Preschool Open House Banners are up in the Mound Commons in March and on our fence
- Facebook Preschool Specific Marketing Ad with over 5,000 impressions - New St Boni Crown College baseball field sponsorship going up in April - Possible Wolner Field Sponsorship
- Lake Minnetonka Map Ad
- New OLL Digital Board and Sign outside of the School (Yay)!
- Welcome Neighbor Preschool Directory Ad
- Counter Mate at Jubilee renewed.

Providing additional support for the Gala print and digital marketing strategies as well as the Fund a need video set to shoot following spring break.

New Countermate Ad at Jubilee Lake Minnetonka Laminated Map Ad

New Countermate Ad at Jubilee



Our Lady of the Lake Catholic School

2024 Best of the West Lakes AREA

Now Enrolling
Preschool (Age 3) - 8th Grade

- WHERE EVERY STUDENT IS KNOWN & VALUED
- ACADEMIC CONTENT THAT YOU CAN TRUST
- SCHOLARSHIPS & TUITION ASSISTANCE OPTIONS
- BEFORE & AFTER SCHOOL CARE

2411 Commerce Blvd.
CELEBRATING 73 years of Excellence

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Lake Minnetonka Laminated Map



OUR LADY OF THE LAKE
Preschool (Age 3) - 8th Grade

Academic Excellence Grounded in FAITH

- Friendly and Caring Staff
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- Licensed Preschool

Call today to schedule your TOUR

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- Finance Update - Brian/Allyse

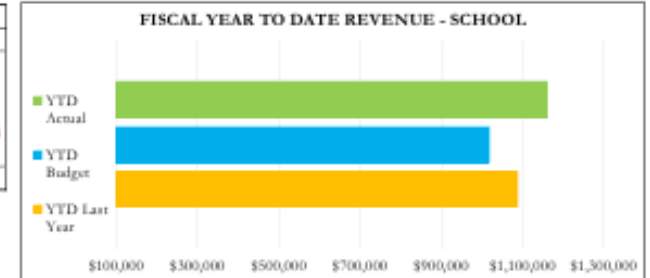


February 28, 2025 FINANCIAL DASHBOARD



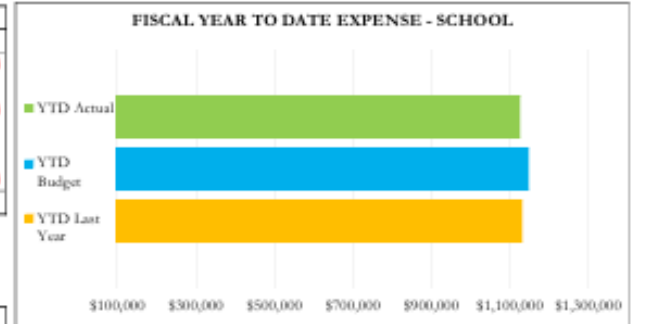
SCHOOL INCOME

	Monthly			Year to Date			Year to Date Last Year	
	Actual	Budget	Variance	Actual	Budget	Variance	YTD Last Year	Variance
Tuition Revenue	\$42,694	\$59,408	(\$16,713)	\$604,852	\$617,038	(\$12,186)	\$565,714	\$39,138
Elementary	\$9,486	\$7,387	\$2,099	\$135,302	\$77,644	\$57,658	\$132,102	\$3,200
PreSchool	\$1,715	\$208	\$1,507	\$17,218	\$3,909	\$13,309	\$8,318	\$8,900
School Development	\$30,497	\$33,613	(\$3,116)	\$264,362	\$197,763	\$66,598	\$303,470	(\$39,108)
Extended Day	\$7,399	\$13,627	(\$6,227)	\$138,674	\$121,760	\$16,914	\$79,475	\$59,199
Total	\$91,792	\$114,242	(\$22,450)	\$1,160,407	\$1,018,114	\$142,293	\$1,089,079	\$71,328



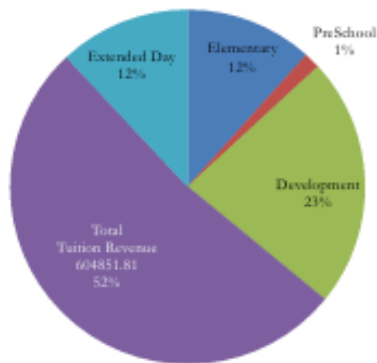
SCHOOL EXPENSE

	Monthly			Year to Date			Year to Date Last Year	
	Actual	Budget	Variance	Actual	Budget	Variance	YTD Last Year	Variance
School Building	\$16,340	\$19,046	\$2,706	\$119,415	\$126,149	\$6,733	\$105,940	(\$13,475)
Instructional	\$67,980	\$66,505	(\$1,475)	\$509,310	\$498,772	(\$10,538)	\$521,585	\$12,276
Elementary	\$28,198	\$29,107	\$909	\$250,286	\$220,733	(\$29,554)	\$208,007	(\$42,279)
PreSchool	\$19,714	\$21,108	\$1,394	\$141,251	\$160,729	\$19,479	\$162,838	\$21,588
School Development	\$1,791	\$8,870	\$7,079	\$26,721	\$65,442	\$38,721	\$86,237	\$59,515
Extended Day	\$9,070	\$6,828	(\$2,242)	\$81,235	\$77,271	(\$3,964)	\$48,212	(\$33,023)
Total	\$143,092	\$151,464	\$8,372	\$1,128,218	\$1,149,097	\$20,879	\$1,132,819	\$4,602

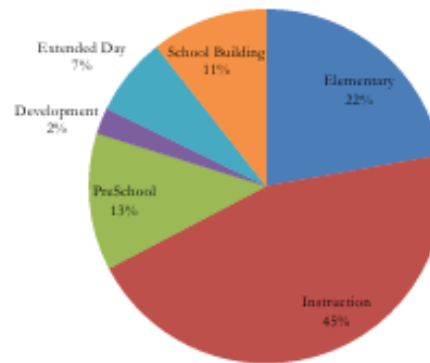


School Operating Net Income	(\$51,300)	(\$37,223)	(\$14,078)	\$32,189	(\$130,982)	\$163,172	(\$43,741)	\$75,930
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SCHOOL REVENUE



SCHOOL EXPENSE



Summary Comments: School

- Favorable variance - FYTD vs FYTD budget - due to receipt of grant \$ received for the school year in Sept and favorable Annual fund drive.

- **Fundraising/PTO Update**

- **Parent/Community Comments and Questions**

- To ensure the school board is responsive to parent questions and to provide a formal mechanism for parent/community feedback we invite interested parties to provide feedback to the board.
- To help ensure accurate note-keeping we ask that speakers address a single topic at a time, and limit their comments to 3 minutes when possible.
- Any written feedback to the board or background information related to may be sent to Brian Govern or Becky Kennedy ahead of the meeting for distribution to the board.

- **Old Business**

- **New Business/Open Discussion**

- 2025-2026 School Budget. **Motion Claudia, second Fr. Peter, PASSED.**

Our Lady of the Lake
Statement of Activities Overview - FYE June 2025
Overall Finance Summary - Budget 2025-2026

	FYE 2023 Actual	FYE 2024 Actual	FY YTD 2024-2025	FYTD Budget 2024-2025	FYTD Amended	FY 2024- 2025 Budget	FYE Forecast 2025	Forecast to budget variance	FY 2025- 2026 Budget	Budget 2026 to Forecast 2025 variance
School Financials										
Net Tuition Income	\$ 480,526	\$ 557,673	\$ 597,195	\$ 435,847	\$ 895,793	\$ 584,324	\$ 492,060	\$ (92,464)	\$ 575,207	\$ 83,147
Other School Income	\$ 634,852	\$ 639,247	\$ 270,283	\$ 275,408	\$ 405,424	\$ 436,061	\$ 544,219	\$ 108,138	\$ 533,995	\$ (10,224)
School Admin Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
School Income	\$ 1,115,378	\$ 1,196,920	\$ 867,478	\$ 711,254	\$ 1,301,217	\$ 1,020,605	\$ 1,036,279	\$ 15,674	\$ 1,109,202	\$ 72,923
Ext Day Income	\$ 100,230	\$ 123,787	\$ 138,674	\$ 121,760	\$ 208,010	\$ 182,640	\$ 191,030	\$ 8,390	\$ 192,443	\$ 1,414
Preschool Income	\$ 288,297	\$ 305,500	\$ 204,152	\$ 185,100	\$ 306,228	\$ 274,884	\$ 284,749	\$ 9,865	\$ 290,601	\$ 5,852
Hot Lunch Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total School Income	\$ 1,503,905	\$ 1,626,206	\$ 1,210,303	\$ 1,018,114	\$ 1,815,455	\$ 1,478,129	\$ 1,512,057	\$ 33,928	\$ 1,592,246	\$ 80,189
K-6 Expense	\$ 829,736	\$ 918,915	\$ 569,954	\$ 565,261	\$ 854,931	\$ 851,632	\$ 897,087	\$ 45,455	\$ 849,379	\$ (47,708)
Other School Expense	\$ 43,850	\$ 45,668	\$ 9,656	\$ 7,091	\$ 14,484	\$ 10,637	\$ 14,484	\$ 3,847	\$ 10,637	\$ (3,847)
School Admin Expense	\$ 348,350	\$ 425,062	\$ 271,030	\$ 157,152	\$ 303,286	\$ 323,939	\$ 437,170	\$ 113,231	\$ 417,093	\$ (20,078)
School Building Expense	\$ 164,512	\$ 160,795	\$ 119,415	\$ 126,149	\$ 179,122	\$ 186,602	\$ 183,837	\$ (2,765)	\$ 169,314	\$ (14,523)
Ext Day Expense	\$ 72,106	\$ 98,084	\$ 81,235	\$ 77,271	\$ 121,853	\$ 115,009	\$ 122,409	\$ 7,400	\$ 123,800	\$ 1,391
Preschool Expense	\$ 242,395	\$ 261,612	\$ 143,165	\$ 6,960	\$ 214,748	\$ 240,281	\$ 204,410	\$ (35,871)	\$ 222,750	\$ 18,341
Hot Lunch Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total School Expense	\$ 1,700,951	\$ 1,910,136	\$ 1,194,455	\$ 939,855	\$ 1,688,423	\$ 1,728,100	\$ 1,859,396	\$ 131,296	\$ 1,792,973	\$ (66,423)
School Operating Surplus/(Shortfall)	\$ (197,046)	\$ (283,930)	\$ 15,849	\$ 78,229	\$ 127,032	\$ (249,971)	\$ (347,339)	\$ (97,368)	\$ (200,727)	\$ 146,612
Non Operating (Net)	\$ 9,137	\$ 40,111	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Temp Restricted (Net)	\$ (68,129)	\$ (46,105)	\$ (238,991)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
School Overall Surplus/Shortfall	\$ (256,038)	\$ (289,925)	\$ (223,142)	\$ 78,229	\$ 127,032	\$ (249,971)	\$ (347,339)	\$ (97,368)	\$ (200,727)	\$ 146,612

Note: due to a grant not realizing at the expected level, School Income will be reduced from the amount indicated in the spreadsheet by \$23,250. This will result in the forecast deficit increasing to \$223,977, which is expected to be covered by the Parish investment in the school.

- School Board Elections
 - i. Letter to parents:
<https://docs.google.com/document/d/1smyELBKIN1j-xhRRPKSIJIPRY8O9A8-Z8KYpWH6tgf4/edit?usp=sharing>
 - ii. Current Seats Up for election in 2025:
 - Marketing - Talia, Would prefer not to run, but may reconsider if there is not another suitable candidate to run for the chair.
 - Education/Secretary - Gretchen, Is interested in running again.
 - Allyse - Finance, per the bylaws Allyse would need to formally run as Board appointments are only good until the next election.
 - There is an open “Advancement/Fundraising” chair
- Updates to bylaws
 - i. https://docs.google.com/document/d/1f9-PXTXpNhY_fmMWwDYOcZrEUDJICadqFV8A6j4Jb1Q/edit?usp=sharing
 - Our bylaws appear to need some refreshing to better align with current practices and language
 - Over the next few weeks, please review the bylaws in the attached link and propose any changes or additions to language.
 - Please pay special attention to the description of the duties for your chair to ensure that they adequately reflect what you currently do.
 - When making edits, please click on the pencil in the upper right of the screen and make sure you are in “Suggesting” mode. This will keep track of the edits in a way that will make it easier for the group to review.

- **Closing Prayer - Fr. Peter**