

Our Lady of the Lake Catholic School
School Board Minutes
November 11, 2014

- Fr. opened with a prayer Psalm 127. The house we build has to be the Lord's house.
- 10/7/14 meeting minutes approved.
 - **Action #1:** Danny to post October and all past meeting on the Website asap.
- Discussed Secretary position, nominated a candidate and voted. Candidate to decide whether to accept.
- Kelly Monette provided a Rake-a-thon update.
 - Event was a great success.
 - We really had a "service" focus this year. We got back to our roots.
 - Spaghetti dinner was a full house.
 - We estimate net profit will be \$40k+! Fantastic.
 - Recommend assistant chair for each of our events who will be the chair the following year. This should be standard practice for all events.
 - **Action #2:** Kelly/Connie to send note to all School families communicating that we now have our name updated on Guidestar to say "Our Lady of the Lake Church AND SCHOOL" so anyone should now be able to make a corporate match contribution to OLL School.
- Kirk led fundraising update.
 - We've raised roughly 20% of our \$250k total year goal to date. Great progress.
 - Fr. Tony summarized Ambassadors dinner held last Sunday evening. The primary purpose of this event was to thank people have been significant contributors to the school. Thank you to Rhonda and Bill Shumer for hosting the wonderful event.
 - Starlight Bash will be held at Lafayette Club. Net profit goal for event is \$50k. Jen/Tara chairing.
 - **Action #3:** Jen to "identify an assistant chair" who will chair the event next year.
 - Full Board discussed/agreed to make "Help a Student" campaign a 90 day long "Event" ending in January with Catholic Schools week that will kickoff with Dr. Krocak's letter this week to 1200 households.
 - **Action #4:** Mike, Rick, Kirk and Dr. Krocak to form the "Help a Student Committee" who will help plan certain communications/events to parish, school families and other stakeholders over next 90 days. Communications to include website, parish after mass, open houses and possibly alumni outreach. Need to identify a person to coordinate doing videos of a kindergartner (faith/values), a middle school student (blending learning), and a recent alumni (Holy Family and Westonka academics/leadership) to

really land the message that we are doing great work here and we need your help to continue this great work. Please "help a student" today our goal is \$100k (including Ambassadors) by end of Catholic schools week. Need to coordinate thank yous written by students for gifts received.

- Pig Roast is December 12.
- Holy Land Trip Raffle TBD will raise \$50k (50 people selling \$100 tickets to 10 people each). Will do this after Help a Student Campaign is completed in January.
- Technology and Communications Update. Mary, Dr. Kroack, Danny.
 - Dr. K completed a comprehensive assessment of technology including all machines, classrooms, teachers, students and gaps.
 - We have summarized this assessment on a working list of action items that Mary is maintaining, including:
 - Additional staff training needs on Jupiter.
 - Refinement of standards (formative vs summative).
 - AR to be added to one computer in kindergarten.
 - Connection speed and wireless access.
 - Hardware improvements including headphones with ports and sound (grades 3-4)
 - Need to increase browser speed for computers in kindergarten.
 - Classrooms that have some electrical needs.
 - Dr. K and Beth reviewed entire assessment earlier today, and will begin taking aggressive on the list. Dr. Krocak to let Board what additional resources are needed to complete the action items on the list asap.
 - Fr. Tony stressed that communication is absolutely critical going forward.
 - Board discussed that this needs to be an ongoing process, not a one-time event.
 - Great job by Mary and Dr. K on this initiative.
 - Danny demonstrated the enhancements made to website in last 30 days. Content has been updated. We have a new platform that will be flexible and easy to use. We have a new look and feel. Great work by Danny and Dr. K on this initiative.
 - **Action #5:** Dr. Krocak to work with Rick to calculate and communicate to Full Board our Technology investment per student. Need a comparison point to Westonka now that referendum has passed. Bob pointed out that we also need to articulate how effective/efficient we are with our resources including the impact of implementing Blended Learning.
- Kirk led discussion on Marketing/Enrollment.
 - Shared Kelly G's event calendar.
 - We are following a "best practice plan" recommended by Archdiocese that includes doing fall open house, January (Catholic Schools Week)

kindergarten roundup, spring open house and other specific events targeted at new parish/community families, preschool conversion, kindergarten integration and middle school retention.

- Open house is next Tuesday and we'd like all Board members to attend.
 - **Action #6:** Kelly G to send email to Board Members and School Families announcing open house. Nametags to be available for Board members.
 - **Action #7:** Kelly Monette recommended we include \$18 background checks annually when applications are due. Dr. Krocak and Rhonda to ensure application process now incorporate this step.
 - **Action #8:** Kelly G to reach out to Kassie to coordinate mentor families for 16 preschool families entering kindergarten next year. We want a conversion ratio of 100%.
 - **Action #9:** Rick and Kirk to meet Thursday 8am to finalize recommendation on next year tuition for preschool/OLL+, K-8 and 1st year and 2nd year discounts. Recommendation to be communicated, reviewed and approved via email to full board within the next several days. Please watch for this communication.
- Fr. Tony led the closing prayer "Hail Mary".