



# OUR LADY OF THE LAKE

CATHOLIC SCHOOL

## OLL Advisory Board Meeting Minutes Sep 12, 2022

Present: Kim Siglow , John Carr, Chris Cullen, Theresa Hall, Donna Howard, Stephen Milanaroski, Megan Munafo, Noreen Szymanski, Kevin Riehl , Larry Glendening , Sherri Kirschner, Father John

Absent: Todd Zarotney, James White, Phil McDonald, Jody Maher

Call to order at 7:01pm

Opening prayer

Motion to approve minutes from Feb & April, motion passes unanimously

### **Elementary School Update** - Sherri Kirschner

We are off to a great start for the 2022-2023 school year.

- I found out that the Diocese did not renew our science program contract and told schools last March that they would have to do it independently for this year. Nothing was in place for us. For those reasons, some grades are continuing with the CTI program and some are piloting Mystery Science. It is the hope that the Diocese will evaluate possible science programs and give us an official recommendation before next school year.
- Our NWEA testing is in the make-up stages for anyone who missed any segments last week.
- We've had a fire drill and a full lock-down drill. I've implemented some additional safety measures in line with the recommendation of Homeland Security for lockdowns and everyone did a great job with them today.
- All of our new teachers have a building mentor and I've started my monthly meeting with each group.
- I am working with Heather Vanderbaugh and Lori Loebach to tweak our resource team and documentation. Eventually, we will also begin looking at our exceptional learners on the other end of the spectrum - those who are above grade level.
- Representatives from 1st MakerSpace visited last week and gave me a quote on what it would take to completely adapt our STREAM lab into a highly functioning

MakerSpace/Innovation Lab. There are still some funds left from the original STREAM lab renovation, but the entire make-over would cost more than the amount we have. The quote included all the necessary materials/equipment, professional development, and lesson plans for all grades. I've passed along the information to Fr. John, and hopefully, we can come up with a plan to secure the needed funding. A Makerspace encourages a maker mindset by creating something out of nothing and exploring different options to create hand-on learning while developing critical thinking and 21st century skills. It goes hand in hand with STEM content. I don't know if any other elementary schools around here have one. This would be 1st Makerspace's first school in Michigan, although there are probably other national companies who offer the same service.

- We celebrated our first all-school Mass last Friday.
- Red shirts to be worn on Martyr days have been ordered and are in production. ● Our weekly "Walking with Jesus" program is off to a great start and I love reading the recognition slips that our teachers give our students when they are "caught" Walking like Jesus".
- The Laker FUN committee is back at it and has a mentor family event coming up later this month. They are also planning for Trunk or Treat and the Fall Festival.

#### **President of the Advisory Board - Kim Siglow**

- There will be 4 committees as part of advisory board:
  - Finance, *Members: Chris, Noreen, Theresa*
  - Academic Excellence - *Members: Megan, Kim, John*
  - Diversity & Inclusion - *Members: Donna, Ginger Hysell, Barbara Dargis, Allison Gleiss, Martha Theineman*
  - Enrollment, *Members: Todd, Steven*
- There will be 5 full board meetings per year: Sep, Nov, Jan, March, May. In other months, committees will meet.

#### **Finance - Chris Cullen**

- Creating draft design of the committee by looking at current & future state, connection to the fund, and membership needs (including enrollment manager, business manager, future President, Laker FUN liaison, possible additional members outside of the fund)
- Building a charter, defining responsibilities, and schedule - subjects include setting tuition, advising on staff compensation
- Grant writing is an opportunity
- Need to define the interdependencies between different stakeholders
- Then will compile the "wish list" of projects

#### **Diversity & Inclusion - Chris Cullen**

- Donna to take over D&I
- Most progress was made in the after school readiness center. Discussion followed of how the readiness center can operate and how to position it
- New Spanish teacher is interested in outreach and would like to sponsor a "fiesta"

### **Enrollment Management - Larry Glendening**

- Larry is transitioning into this role this week
- Wants to reach out to transitioning families in key grades to help build up enrollment
- Working out issues with scheduling - try to come up with class offering early, field survey, hold parent meeting, finish scheduling before enrollment starts
- Wants to kick off enrollment earlier - possible continuous enrollment, then you can opt out vs having to field enrollment. Need to know tuition early, OLL enrollment materials, OLL marketing materials
- Initiating enrollment committee
- Discussion of independent study/study hall of low enrollment classes. College level courses are an option as well

### **Academic Excellence**

No report this month

### **New Business**

- Board Officer Elections
  - Nomination for President - Kim Siglow
  - Nomination for VP - Chris Cullen
  - Nomination for Secretary - Noreen
  - Motion to accept nominations as a slate, passed
- Board Membership Discussion
  - Noreen, Theresa and Kim's terms will expire at the end of the year
  - Efforts to stagger terms were explained
  - Membership will be composed of parents and community members
- Fundraising
  - Kati Rust presented an update on Laker Laps, kicking off Oct 4th

### **Open discussion**

- NWEA results to be shared with Noreen so she can compare to national averages (how impacted by COVID)
- Kevin will move business office to Morlock center on Friday. Hiring one more staff to get back to normal level.
- Bylaws and minutes will be shared by email
- Discussion on late policy for mass - to follow up with James
- Discussion on changes to dress code/logo changes and possibly grandfathering in previously approved pieces - to follow up with James

Closing prayer

Adjourned at 8:12pm

Respectfully Submitted,  
Kati Rust - Recording Secretary