

Our Lady of the Wayside School Advisory Board
Monday, August 20, 2018 – Multi-Purpose Room – 7:30pm

OLW SAB Open Meeting Commenced: 7:32 pm

Attending: Mike Schermerhorn (Chair); David Schwaner (Vice-Chair), Sue Finucane (Co-Secretary), James Jackman (Co-Secretary), Sue Preissing (Co-Secretary), David Wood (Executive Officer), Jessica Cherwin (FSA), Father Ed Fialkowski (President), Jim Liput (Business Manager), Annmarie Lichner, Mike Louise

Apologies: Danielle Kenney (Development Director), Lisa Johaniewicz, Peter Schraeder

Opening Prayer: Mike Schermerhorn

April Minutes: June minutes were approved by the SAB

Visitors: None

Correspondence: Renew My Church - Palmeadow Heights Group

- Handout outlining the focus of the initiative was presented to the SAB. David Wood continues to meet periodically to discuss/review and will advise the SAB as appropriate. Archdiocese led Renew My Church session scheduled for October 1st-2nd.

Family & School Association (FSA) Update (Jessica Cherwin)

- FSA May Mailer sent out a little later in May. Volunteer slots have all been filled. Pizza Day and Fun Lunch ordering opened August 15th. Progressive Party is scheduled for September 15th with host families lined up. First Meeting is scheduled for September 12th. SAB will be sending a representative to all FSA scheduled meetings moving forward.

Financial Report (Jim Liput)

- 12 month ending June 2018 – Net Loss was \$294,353 vs. a budgeted loss of \$295,281. Tuition and Fees - favorable variance of \$33,728. Fund Raising Income - unfavorable balance of \$19,140. Total Income - \$2,391,586 vs. budget of 2,376,907. Salaries - unfavorable balance of \$98,538 however partially offset by Health Insurance positive variance of \$68,430. Total past due tuition is \$48,849. Raffle this year will go to help with replacement of the Gym lights. Looking to the school board to help promote the raffle as less than 10% of the school families participated this past year. Current church financial report showing an \$18,888 shortfall vs. goal for the fiscal goal ending June 30, 2019. School repairs/improvements included tuckpointing at \$20,000, sewer repairs in mid-June for \$4,500, trimming/removal of trees around the church for \$4,000, office remodeling/asbestos removal/multi-purpose room for \$100,000.

Pastor Report (Father Ed Fialkowski)

- Youth Minister (Sean Norris) has left for an opportunity in Southern California. We are in the process of searching for a new Youth Minister...full job description included in the bulletin. Discussions with a potential associate are ongoing. Father Ed will maintain his schedule of meeting with the kids throughout the year and new this year, our deacons have offered/agreed to be more directly involved with teaching in our grammar and middle schools.

Development Director Report (Mike Schermerhorn for Danielle Kenney)

- Alumni appeal runs from May 24th – June 30th, this year, we raised \$1,700 vs. 2017 \$2,400 and 2016 \$3400 (but that included a 1x \$3000 donation). Plan to do a mailed alumni newsletter with a remittance envelope enclosed in late fall. New ambassador program was received well by our new families.

Principal's Report (David Wood)

- Mrs. Bremmer accepted a position at St. Viator. Mrs. Hettinger resigned on Friday. Working through options. Notice regarding allergy protocols was sent on August 20th to raise awareness and create a safe eating environment for our children affected by allergies. Aspire scores will be sent out on/around back to school night as there are changes to the results that David will clarify. Math scores were exceeding in every grade level. Reading scores were consistent.

New Business

- **Back to School content** - working to finalize/finetune a few slides; #1 – updated images of the new room, offices, etc., #2 - Empower Illinois State Grant, and #3 - booster approval review/approval, and #4 - Aspire testing/scores. **Strategic Plan (v3) Approval** – v3 approved. Will start a draft v4 immediately. **SAB Constitution** – last update 2011. Goal is to update the SAB constitution before election season (Feb 2019).

Standing Committees

- **Strategic Plan** (Chair: Mike Schermerhorn) - 7 focus areas and leads identified with the calendar outlining target dates for reporting on progress to goals. Mike to email the strategic plan out to the team and will introduce the strategic plan at the back to school night. **Finance Committee** (Chair: Dave Schwaner) - Jim, Mike, and Dave met in August to review current financial conditions. Will look to meet and discuss the upcoming budget before the next SAB meeting. Looking to publish Tuition rates by December 1st. **Public Relations** (Annmarie Lichner for Chair: Lisa Johaniewicz) - Magnets and signs are available in Mrs. Tiltz office. Looking to do more on Instagram and to get more press in the community. New welcome bags went out to the new OLW families this past July. North School park night out event was well attended. **Elections Committee** (Chair: Mike Louise) – April 7th, 2019 targeted for elections. **Endowment Committee** (Chair: Mike Schermerhorn) – Next meeting Sept 11th. Endowment fund is looking for 3 new members to replace 3 that are rolling off.

The School Advisory Board will be hosting Maria Hawk, Regional Director Secondary Schools & Board Development for the Archdiocese of Chicago Office of Catholic Schools at our next meeting, scheduled for September 17th, 2018.

Adjournment: The open meeting was adjourned at 8:40 pm with a closing prayer led by Mike Louise

The next School Advisory Board meeting will be in September 17th. All are welcome to attend.

From the School Manual, which is posted on the school website: Re: Agenda Items” The Board invites and appreciates your interest. The Constitution states that any parents or member of the parish may formally petition the Board with a request to consider recommendations, proposals or other matters relating to the operation of the educational facilities of the parish. Such petitions must be submitted in writing to the Secretary of the Board at least one week prior to the meeting at which formal consideration is proposed. This procedure allows parishioners to discuss with the Board any matter requiring formal consideration. Ordinarily, policies and other proposals introduced at a Board meeting are discussed and voted upon at subsequent meetings.” Respectfully submitted by James Jackman, Co-Secretary.