

Our Lady of the Wayside School Advisory Board
Monday, September 17, 2018 – Multi-Purpose Room – 7:30pm

OLW SAB Open Meeting Commenced: 7:30 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, Danielle Kenney (Development Director), Lisa Johaniewicz, Peter Schraeder

Opening Prayer: Lisa Johaniewicz

August Minutes: August minutes were approved by the SAB

Visitors: John Ourednik stopped in and provided a word of positive reinforcement on the work done by the SAB in prepping for the BTS night. Dr. Maria Hawk presided over the New Member School Board Workshop

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

- Next meeting scheduled for 10/3. Preschool Prowl will be taking place the morning of the prowl. 8th Grade Cotillion has the first of what will be monthly events in September. Progressive Party was a success with over 100 people attending. Next up: Grandparents Day 10/11 and Men's Night Out 11/10. Last year's donation to the Annual Fund included \$10,000 to close out the technology initiative and \$15,000 earmarked to start the multi-purpose room project. May 2018 donation included \$120,000 to the annual fund while June 2018 saw \$48,000 to the multi-purpose room.

Financial Report (Jim Liput)

- Insert Update Here

Pastor Report (Father Ed Fialkowski)

- No significant updates to provide at this time.

Development Director Report (Danielle Kenney)

- Annual Fund: ~\$19.5k. \$9,500 Giving Tuesday, \$1,000 Reunion Profit, \$1,700 Memorial Donations for Rita Sweeney directed to the new room, \$3,200 Random Employee Giving, \$1,300 Matching Gifts, \$1,700 Alumni Appeal and other alumni giving, and \$1,200 Random Gifts. Rebek is almost \$31k, mostly from second collections and parish giving to GiveCentral; a 1x \$5k donation and \$5.9k United Way giving. Annual Fund Committee will have their first meeting in September. The SAB reps are Peter Schraeder, Lisa Johaniewicz, and Dave Schwaner. The FSA Reps are Jessica Cherwin (Chair), Maggie Bleeker (Vice Chair), and Maggie Salatino (Treasurer). Potential for Boosters and PMC to represent as well, TBD. Focus will be on Giving Tuesday and Matching Gifts.

Principal's Report (David Wood)

- Student Council offices being inducted on 9/20. Patrick Schraeder elected Commissioner General. 7th & 8th graders will have presentations from Catholic High Schools on 9/21. First Buddy Activity scheduled for 9/26 – focus is Virtue of Unity. Teacher Professional Development will have two focus areas this year: (1) Tech Teacher Leaders (Martino, Fisher, and Bleibel) will be working with small groups to improve skills and implementation of Google Classroom (6th-8th) and Seesaw (K-4). We are working as a team to decide which makes the most sense for 5th grade moving forward and (2) Professional Learning Teams will work to develop and build upon use of select instructional strategies already in place at OLW. Initial thoughts are for each team to have one area of focus each trimester of the school year. Teams will be checking in with Julie Hoepfer and Administration to share progress. Principal's Council (1B) is reading Lead Like a Pirate (to be discussed at monthly meetings).

Standing Committees

- **Strategic Plan Committee** (Chair: Mike Schermerhorn) – Approved v3 of Strat Plan shared w/all focus area leads. Draft letter to families on Strat Plan is ready for review; will be shared prior to Oct SAB meeting such that it can be approved at the meeting and distributed thereafter. **Endowment Committee** (Chair: Mike Schermerhorn) – Endowment Board – 1st meeting scheduled for 9/18. Board will be voting on a potential new member. Two additional members needed. Three members are rolling off the board. **Finance Committee** (Chair: Dave Schwaner) – no update. **Public Relations Committee** (Chair: Lisa Johaniewicz) – Ambassador program working well. Print, Social, Digital media presence continues. Focus of next meeting: AH Library Display, OLW Early Childhood Night, Catholic Schools Week, Got 2 Run, newspaper article follow-up, and add'l social media direction. **Elections Committee** (Chair: Mike Louise) – no update.

New Member School Board Workshop

Dr. Maria Hawk (Regional Director for Secondary Schools & board Development) presented to the SAB on 9/17.

- **Workshop Objectives** (1) Reflect on Parish Mission Statement, (2) Review School Mission as a foundation piece, (3) Identify responsibilities of an Advisory or BSI Board, (4) Understand the Code of Ethical Conduct for School board members, (5) Clarify Roles & Responsibilities of School Board members/officers, (6) Understand the need for a Constitution & Bylaws, (7) Investigate the Best Practices of a School Board. In general, the Board has no authority to; (1) determine the amount of parish funds designated to the school, (2) hire, evaluate, terminate, or renew/non-renew teachers or school staff, (3) provide advice and counsel on employment matters, (4) determine school curriculum or academic programs, and (5) address student related matter (admission, placement, exclusion, or discipline). In contrast, the SAB may advise/consult on Strategic Planning, New Initiative Formulation, Institutional Advancement/Development/Mktg, Financial Planning & Management, Communication, and Mission Enhancement.

Our next meeting is scheduled for Monday, October 15th, 2018. All are welcome to attend.

Adjournment: The open meeting was adjourned at 9:07 pm with a closing prayer led by AnnMarie Lichner

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.