

**Our Lady of the Wayside School Advisory Board
Tuesday January 28, 2019 – Multipurpose Room**

OLW SAB Open Meeting Commenced: 7:35pm

Attending: Mike Schermerhorn (Chair); David Schwaner (Vice Chair); Mike Louise; Lisa Jochaniewicz; Annmarie Lichner; Sue Finucane (Co-Secretary); Jamie Jackman (Co-Secretary); Sue Preissing (Co-Secretary), Jessica Cherwin (FSA), Danielle Kenney (Development Directory);

Apologies: David Wood (Principal), Father Ed (Pastor); Jim Liput (Business Manager); Peter Schraeder

Opening Prayer: James Jackman

Approval of Minutes: November minutes were approved with corrections by the SAB.

Acknowledgement of Visitors: OLW parent attended meeting to discuss usage and scheduling procedures of the OLW gym. Mike to discuss at next PMC meeting.

Correspondence: Palmeadow Hts Renew My Church update (Mike): Archdiocese rejected initial proposal; St. Colette to join the OLW Renew My Church grouping; St. Thomas and Mission San Juan Diego looking for new pastors; Additional decisions are delayed until October 2020

Family & School Association (FSA) Update: (Jessica Cherwin): Faculty Christmas gift= \$9,000 from school families and \$10,000 from FSA; Fall book fair = \$4000 for scholastic dollars; Holiday fundraiser including raffle, ornament, bake sale = \$2300; Catholic schools week = Open House, Family Fun Night, Faculty Lunch, Presentation by Jodee Bianco, Jesse White Tumblers, and Chipotle supper club; GCP = promoting to increase enrollment; Gala 2/23 – Fund a need = security/campus improvements

Parish & School Finance: (Jim Liput): Financial review of notes received– 5 months ending 6/2019: Net income \$74,738 compared to budget of \$82,005; Telephone costs continue to increase;

Pastor's Report (Fr. Ed Fialkowski): Next update scheduled for February

Principal's Report (reported by Mike): 4 donors for tax credit; Match from archdiocese up to \$100k to cover full/or partial scholarships; The Rebek Fund remains viable for families who do not qualify for state grant program and for families with mid-year difficulties;

Development Director Report (Danielle Kenney): SAB Tuition letter/contract and registration sent to families 1/29/2019, paper copies and via school reach; Endowment Fund Campaign 2018-2019 donations July to Dec 2018 = \$17,080;

#GivingTuesday/Annual Fund = July to Dec 2018: approx. \$12,700; Rebek Fund = \$300 from memorial or unsolicited; United Way = 3 new contributors in 2018 campaign year; Marketing = New video on the website – created by Emily Bremner, Class 2014; Library display during January to promote OLW and Open House; Early Childhood Night and Open House – well attended

SAB Constitution: Postponed

Strategic Plan Committee (Mike Schermerhorn): Meeting to be scheduled to receive updates from Boosters, FSA, etc.

Finance Committee (David Schwaner): meeting to be scheduled with Jim

Public Relations Committee (Lisa Jochaniewicz): Videos/website update completed; Welcome and OLW Facts Letters to PreK/K families; “Did You Know” campaign in development for current/future families; Committee to meet next Wednesday 2/6/2019

Elections Committee (Mike Louise): Information listed in bulletin/Monday memos/and Wayside Wednesdays; SAB election information and application to be added to website; Applications due 3/11; Election 4/6 and 4/7;

Endowment Committee (Mike Schermerhorn): Endowment Fund Board (OLWSEF Board) will need new member for next year (either school or parish member), Next committee meeting March 2019

Annual Fund (Peter Schraeder)

New Business: Tuition Rates/Budget letter distributed on 1/29/2019; Budget to be decided by March 1st; Gala page and donation from SAB;

Our next meeting is scheduled for Tuesday February 19, 2019. All are welcome to attend

Adjournment: The open meeting was adjourned at 8:50 pm with a closing prayer led by Mike Schermerhorn

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 Sue Finucane, Co-Secretary.