

OLS EXECUTIVE BOARD MEETING
January 3, 2024, 4:00 PM
Church Conference Room
MINUTES

Our Lady of Sorrows is a three-year-old through 8th grade school serving the Ladysmith community and surrounding areas since 1912. In cooperation with parents, parish, and community members, Our Lady of Sorrows School will provide a high quality educational setting in which children can grow academically, socially, physically, and spiritually. We strive to develop a better understanding of the Catholic faith within each student, as we prepare them to be confident, responsible, contributing members of the parish and community. We believe in nurturing and encouraging each student to realize his or her potential. Our Lady of Sorrows is open to families of all faiths, whereas one family, we will answer the call to know, love, and serve God.

- I. **Opening Prayer:** *Fr. Papi opened the meeting in prayer. Those in attendance were Jaimie Wilks, Crystal Mogensen, Dave Elliott, Jessica Wiles, Fr. Papi, and Bob Lecheler.*

- II. **Approval of August Minutes:** *The October 25, 2023, minutes were reviewed. A motion was made by Jaimie and seconded by Crystal to approve the minutes. The motion passed.*

- III. **Action Items**
 - a. *Employee Expense Reimbursement Policy – A motion was made by Jess and seconded by Jaimie to change the language of the Employee Expense Reimbursement Policy to read, “Requests for reimbursement should be turned in within 60 days of the purchase.” The motion passed.*
 - b. *Other – A motion was made by Jaimie and seconded by Crystal to approve the safety report to the Department of Justice which includes the school safety drill report/summary. The motion passed.*

- IV. **Old Business**
 - a. *School Finance – School tuition is ahead of last year. Total income so far this year was \$572,980.15. Expenses were \$409,780.89. The net ordinary income was \$163,199.26. A reminder was made that the recovery tax credit was included with the income in the amount of \$187,526.31. A motion was made by Jess and seconded by Jaimie to approve the financial report. The motion passed.*
 - b. *HVAC Project – It was reported that all but one unit has been installed. There will be a meeting with staff from Ahern to review the final project and discuss any reimbursements.*
 - c. *Social Media – Dave will encourage staff members to submit more photos for the Facebook page. It was brought up that negative comments and possible threats have shown up on other social media platforms. Dave will look into it more closely and contact law enforcement if necessary.*
 - d. *Enrollment – Enrollment is currently at 74.*

- e. Staffing – *Dave is working on staffing for next year by determining who plans to return. There was discussion about how to group students to best utilize staff. A determination will be made regarding middle school classes. Dave asked that a part-time social studies teacher be hired for next year which will allow him more time to work on accreditation and staff development.*
- f. Curriculum – *A teacher from St. Anne's in Wausau will provide training on the Wonders reading program January 19. Dave will work with teachers on developing lesson plans to prepare for the accreditation this summer.*
- g. Tuition Payments – *Tuition is ahead of last year. Dave and Bob will follow up with delinquent payments from the past.*
- h. Fundraising – *The annual fund drive is in process. Materials will be sent out soon. There was discussion about establishing a fund-raising committee for the school. This will be pursued at future meetings.*

V. New Business

- a. OLS Basketball Tournament – *Plans for the tournament appear to be in place. Jaimie is planning to utilize an app that will allow people to sign up to volunteer for specific tasks. Gilman pulled out of the tournament. Efforts are being made to bring in another school.*
- b. Diocesan Study on Staff Retention – *Bob shared information from a diocesan committee that is examining school finances. In particular, efforts are made to look into teacher compensation to attract and retain quality teachers. More information will be shared at future board meetings. One consideration is to look at a possible tuition increase to keep up with increased costs to run the school.*
- c. Other – *The question was asked if the school and church are locked when students are present. Dave assured the board that they are locked and that safety drills have been conducted. Dave shared that a student who was reluctant to give a conservation speech ended up doing very well. It was stressed that the conservation speeches are an important part of student formation. A question was raised regarding the appearance of Santa after the school Christmas program. It will be considered for future programs. Also to be considered is having the program immediately after Mass, instead of later in the day. There was discussion regarding the wreath sale and how it was handled. Dave will check on the details to determine how it can be improved for next year. There was discussion of selecting a distinguished alum this year. Board members will give some thought to possible nominees.*

VI. Closing Prayer – *Bob closed the meeting in prayer.*

VII. Adjourn (Next Meeting) *It was determined that the board will meet the 4th Wednesday of each even month. The next meeting is February 28, 2024.*

*Respectfully submitted,
Bob Lecheler*