

St. Mary Catholic Schools Board of Trustees' Meeting

Wednesday, August 17, 2016 - 6:30pm

Present: Nancy Braatz, Pat Breen, Gary Elmer, Mary Krueger, Pam Seidl, Fr. Seidl, Chris Hartrich, Lori Vegso and Helen Englebert

Absent/Excused: Kristen Bergstrom, Kathleen Healy-Osland, Dustin McClone, Fr. Paider, Fr. Ingold, Dan Engelhard, Paul Seveska

Guest: Jeanne Lee

Opening Prayer: Ms. Braatz began the meeting at 6:40 pm. Ms. Englebert led the opening prayer.

There were no guests for open forum.

New BOT member Lori Vegso was welcomed. BOT members introduced themselves.

Minutes: Minutes of the June 15, 2016 meeting were approved on a motion by Ms. Seidl and a second by Mr. Breen.

The meeting agenda was amended to reflect moving a presentation on investments to the September meeting.

President's Report: Ms. Englebert presented her report to the board. Items covered included:

Enrollment: Overall enrollment is 881. New students are up. Retention is down. We have 96 WPC students for the year. Official attendance will be taken on September 16th and reported to DPI.

New Hires: Ms. Englebert reported on a number of new hires and transfers in the staff.

Technology: All student laptops were reimaged and upgraded to Windows 10 over the summer. SmartBoards were upgraded and connectivity issues were resolved.

Food Services: Visited Aquaponics farm in Montello and visited with GroLocal (owned by SMC Alumni) August 16th.

Fund Development: New Alumni Coordinator, Sue Peters, has started and is working on new avenues to connect with alumni. FATE Funds are formally set up and being promoted. Annual Fund did not meet goal. Total number of donors was up but amounts were down. Major overhaul of donor database is underway to clean-up multiple listings. Zephyr Field of Dreams has raised \$13,450. Booster Club will match \$10,000.

Remaining Committee Reports

Executive Committee: Ms. Braatz reported there was no August meeting

Athletics: Mr. Breen reported on the success of our spring sports teams. Rachael Brown has been named Assistant Athletic Director. Work on the new softball field is underway. The new grass practice field is in use. A group is exploring a synthetic playing field and getting cost estimates.

Building & Grounds: No report

Catholic Identity Committee: Ms. Braatz reported that she will be taking over leadership of the committee and will contact Mr. Berg regarding that transition.

Finance: Mr. Elmer presented the June 30, 2016 financials noting net operational revenue of \$4,677. Mr. Breen made a motion to accept the financial report. Seconded by Ms. Vegso. PASSED.

The Finance Committee had a working session on budget projections. The task and process will be taken back to the Strategic Initiative Financial Model Committee. The Budget process for 2017-18 starts in October.

Mr. Hartrich requested that a Balance Sheet be included with every financial report. Ms. Lee responded that auditors were still making adjustments and a balance sheet will be included in all future financial reports.

Fund Development: Included in Ms. Englebert's report.

Governance Committee: No report. Ms. Seidl and Mr. Hartrich will discuss the Committee going forward and transition with Mr. Koskinen.

Marketing/Advancement Committee: A joint meeting of the Marketing Committee and Recruitment and Retention Task Force was held. Discussion focused on overlap of tactics being discussed at Recruitment and Retention, Catholic ID and Student Experience Task Force. Decision was made to have staff leads (Ms. Dejno, Ms. Miller, Ms. Griffin and Ms. Uhlenbrauck review each Task Force's work and identify key strategies. Staff will then report back to Task Forces on necessary support for tactics moving forward).

Talking points were provided.

Strategic Initiatives:

Catholic Education as an Investment: Ms. Braatz will follow up with Mr. Berg on transition and status.

Financial Model: Mr. Engelhard will give an update on investments and planned giving in September. Mr. Hartrich is leading an effort to develop a core financial model and Ms. Englebert is working on a staffing model.

Deliver Academic Excellence: Ms. Osland provided a written report. Primary Task Force focus has been preparing surveys for teachers and parents with the purpose of determining strengths and weaknesses of current academic programs. Teacher survey will be out in August and returned by mid-September. Parent survey is not yet finalized.

Exceptional Student Experience: No update.

Old Business: Ms. Braatz presented a list of Committees and noted that each BOT member should serve on at least one. Members should contact Ms. Braatz with their Committee service requests.

New Business: Ms. Braatz asked if the December meeting, currently December 21st, was too close to Christmas for members. Consensus was to leave meeting on that date.

Adjournment: Ms. Braatz adjourned the meeting at 8:20 p.m. on a motion by Mr. Elmer. Second by Fr. Seidl.

Next Meeting: September 21, 2016 at 6:30 PM.

Respectfully submitted,

Pam Seidl