

SMCS Board of Trustees' Meeting
Wednesday, November 18, 2015 - 5:30pm
Minutes

Present: Pam Seidl, Helen Englebert, Nancy Braatz, Gary Elmer, Stew Koskinen, Kathleen Healy-Osland, Ann Rasmussen, Mary Krueger, Sue Pawlowski, Fr. Paul Paider, Kristin Bergstrom, Chris Hartrich

Absent/Excused: Fr. Mike Ingold, Jeff Berg, Pat Breen, Dustin Mc Clone, Fr. Larry Seidl, Dan Engelhard

Guests: Jeanne Lee, Juanita Harder

Opening Prayer: Meeting was called to order by Pam Seidl at 5:35pm and Fr. Paul led the opening prayer

Auditor Presentation: Clifton Larson auditors Steve Peterson and Bryan Baumgarten presented the Draft 2015 Financial Statements and Draft Management Letter and responses to the Board with discussion of key points and answering questions. CL reported the reports to WI required for WCP have been completed. They also announced that future audits will be conducted by the Oshkosh office staff. Dale Glen stopped by at the end of the meeting to introduce himself as the new audit partner.

Meeting:

Open Forum: No open forum items.

Approval of October 21, 2015 meeting minutes: Clarification of the Athletics item in the prior minutes that the gym space issue is only with scheduling and discussions are being held at school level to address this. **Motion to approve** by Mary Krueger, seconded by Sue Pawlowski. Passed unanimously.

President's Report: Helen Englebert shared her report in writing covering:

Curriculum/Professional Development: Pupil Services Program, World Languages, Professional Development, Effectiveness Project, and Instructional Coaching; Enrollment and Registration updates; Staffing updates; Fine Arts programs and highlights; Business Services: Technology, Finance, and Food Services updates.

Executive Committee: Pam reported that the BOT goal #3 will be presented at the Dec. meeting. Next steps for Strategic Plan include review of steps with key staff and assignment to groups at Dec. meeting.

Catholic Identity: Formation underway with recruitment of members and Charter established.

Facilities: Formation underway with recruitment of members and Charter being worked on.

Finance: Tuition recommendation made to the Board and discussion of process and issues considered. Motion to approve new tuition levels by Gary Elmer, second by Nancy Braatz, Passed unanimously. Discussion of Subsidy Agreement and meeting of Pastoral leaders on this topic. Mary questioned the

Agreement and has requested the governing document. Jeanne and Kathleen will each check sources for the original governing Agreement. The analysis of the Line of Credit continues. Draft 16/17 budget and enrollment projections distributed.

Fund Development: Phone-a-thon for the Annual Fund; request for 100% BOT contribution level; Donor match announced to close funding on Middle School.

Governance: BOT and President evaluations coming up in next few months.

Marketing/Advancement: See Marketing Talking Points distributed. Recognition of Confucius Classroom as one of six in the USA and upcoming trip to China.

Old Business: Board Goal – financial target to be presented in December.

New Business: None

Next Meeting: Wed. Dec. 16 at 6:15pm.

Motion to adjourn by Nancy Braatz, second by Sue Pawlowski. Meeting adjourned at 8:50 p.m.

Minutes submitted by Nancy Braatz