

SMCS Board of Trustees' Meeting

Wednesday, November 15, 2017 - 6:30 pm

Present: Helen Englebert, Nancy Braatz, Gary Elmer, Kathleen Healy Osland, Paul Seveska, Philip Kerwin, Steve Pable, Lori Vesgo, Kristen Bergstrom, Kim Massey

Absent/Excused: Fr. Paider, Fr. Bergsbaken, Kim Massey, Dan Engelhard, Dustin McClone, Mary Krueger, Pat Breen, Fr. Seidl

Guests: None.

Opening Prayer: Ms. Braatz began the meeting at 6:35 pm and led the group in opening prayer.

Ms. Braatz called attention to the Board Agenda. The minutes from the Executive Committee were removed from the Consent Agenda.

Open Forum: There were no guests for Open Forum.

Consent Agenda: Consent agenda items include: Financial Reports for the Period ending 9-30-17 and an Executive Summary of the Financial Statements as well as Minutes from the October 18, 2017 Board meeting. The date was incorrectly listed as October 20th. With a modification to October 18th, there was a motion to Approve by Mr. Seveska. Second by Mr. Elmer. Motion passes.

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

Curriculum and Professional Development: The DPI Choice Audit is ongoing.

Admissions/Enrollment: The high school and middle school recently hosted open houses and shadow days for potential incoming students. Ms. Englebert handed out the new Prospectus for the system. There will be a follow up January showcase in the elementary schools.

Staffing: The fitness center hours have expanded and there is designated time for teachers and staff. SMCS is currently hiring for a 4th grade teacher at St. Gabe's and a Director of Marketing and Communications.

Fund Development: As of 11/14/17, the YTD total was \$43,602 from 235 gifts. There is a lapsed donor promotion happening in December, along with the year-end appeal. Other fundraising efforts include: The Technology Fund, working to raise \$200,000; The Basketball score table and gym chairs, working to raise \$6,500; and the FATE funds promotion strategies. Z-Fund was held and attendance was 100 more than last year. St. Mary's Winter Escape is January 26th at the Outer Edge Stage. St. Margaret Mary's Wines Around the World is February 24th at the Ballroom at the Reserve.

President's Goals: These were distributed, discussed and tabled until next meeting.

There was a brief discussion held regarding the probation and parole building that is being built near school. Mr. Kerwin will draft a letter to send to parents. The board is formally adopting the policy as a school system that we are opposed to the building being used for the probation and parole purpose. Motion to approve the policy by Ms. Healy Osland. Second by Mr. Kerwin. Motion passes.

Strategic Initiative Committees: A discussion was held regarding the committee structure and board members to staff the various committees:

Goals:

- Re-invigorate our long-term strategic plan
- Prioritize near term (2017-18) deliverables
- Simplify our strategic task force and committee structure (fewer more effective)
- Integrate feedback from more parents
- Create a dashboard to use in our BOT meetings for ongoing updates – focus on barriers

Guiding Principles:

- Use Strategic Task Forces where a step change in thinking, planning, and execution is required
- Leverage existing committees where possible so that we aren't duplication efforts
- Refresh the strategic plan annually (great for onboarding new members)

Structure to Support our Goals:

Committee	Strategic Task Force	BOT – Task Force	Staff – Task Force	Task Force – Other Members
Executive	N/A			
Finance	Financial Stability	Dan* – Major gifts Lori* – Trends/Risk Mgmt	???	Charlene B
Marketing / Advancement <small>Note: One combined Committee</small>	Marketing & Recruitment	Kim Massey	Kelly B* New Mktg Person*	
N/A	Community & Continuity	Kristen*	???	Kathleen Phil
N/A	Academic Excellence	Kristen*	Pat Batey	
Catholic Identity	Catholic Identity	Nancy*		Steve
Fund Development	N/A			
Athletic	N/A			
Buildings and Grounds	N/A			
Governance/Policy/Nom'g	N/A			

* = Lead

Approved by the BOT's:

- Committees stay in place
- Remain at 5 Strategic Initiatives and Restructure as follows:
 - Financial Stability (no change):
 - Continue to have finance committee and financial sustainability task force
 - Marketing and Recruitment (formerly Recruitment and Retention – remove Retention)
 - One overall committee/task force led by Kelly and the new Mktg Person
 - Community & Continuity (formerly Student Experience – adding Retention)
 - NEW: Focus on “sense of community”, “programs that span the system”
 - Primary metric is “retention”
 - Academic Excellence (no change)
 - Maintain Catholic Identity Committee and Strategic Task Force
 - Strategic Task Force may only meet quarterly
- Task Force Leads / Participants from BOT's and Staff as outlined above

Next steps:

- Lori Vegso - Meet with Strategic Initiative Leads to review overall strategic plan and discuss their role on creating 2017-18 priorities, metrics, and a FINAL version of the strategic plan
 - Important: Additional parent involvement will come through the refresh within the Task Force updates and priorities

There was a motion by Ms. Healy Osland to accept the committee recommendation delivered by Ms. Vegso. Second by Mr. Pable. Motion passes.

Catholic Identity: Ms. Braatz provided the update. The committee will meet again in January. The goals include: ensuring catholic symbols are visible in our system; catholic school recognition with each parish; enhance the school and parish connections.

Recruitment/Retention: No update

Academic Excellence: No update.

Exceptional Student Experience: No update

Financial Model: No update.

Committee Reports Not Contained in the Consent Agenda:

Executive Committee Report: Minutes from the November meeting will be provided next month.

Athletics: No report.

Fund Development: Ms. Englebert provided the report. A case statement was sent to the Dicoese for the foundation. They received two recommendations for revisions which included making the Bishop, or his designee, a member of the foundation board and to incorporate language regarding the purpose of the foundation.

Building/Grounds: No report.

Governance: No report.

Marketing/Advancement: SMCS Board of Trustee Talking Points provided.

Old Business: Under the fitness center/training plan, Ms. Beisenstein-Weiss will provide a follow up to Dr. Anderson based on his October presentation to the Board.

New Business: None.

Closed Session: There was a motion for a Closed Session at 8:54 by Ms. Bergstrom. Second by Mr. Elmer. The Board came out of closed session at 9:40.

Adjournment: Ms. Braatz adjourned the meeting at 9:40 p.m.

Next Meeting: December 20, 2017 6:15 p.m.

Respectfully submitted,

Kathleen Healy Osland