

President & Leadership Team Key Points of Focus for Month

- Our Servant Leadership attribute for May is **Witness!**
- Our Alpha journey continued with our second session facilitated on May 4th by SMCS faith leaders with the topic focused on **"Who is Jesus?"**
- Through collaborative SMCS leadership efforts, a great amount of work is being done to develop class schedules and devise shared staffing models for next year.
- A high level of staff engagement has been needed for the execution and future planning of school fundraisers. Top priorities were Zephyrfest, annual fund, and Connect 5, along with developing structure for PTO's.
- Work on the SMCS Foundation and Gift Acceptance policy continues to progress in tandem with legal and diocesan review and assistance.
- Final plans and building readiness is in full gear for high school commons upgrade project.
- Many tours and visits were recently held with media along with development of marketing collateral and mailings to support recruitment initiatives.
- Many May events are being held to recognize and celebrate the achievement of our students, staff, and alumni.

Fine Arts

- **A Season of Spring Songs:** Our schools performed six different concerts between April 30 and May 10 in the FAEC. Our talented teachers and students put on very entertaining performances for all to enjoy!
- Auditions for **"Annie"** were recently held for the summer **Zephyr Community Players**.
- Congratulations to Dominic Lehner, Lauren Meyer, and the Ensemble of **"How to Succeed in Business"**, all receiving nominations for the **Center Stage High School Musical Theater Awards** held on May 19th at the PAC.

HR/Staffing/Health

- Teacher contracts were due 5/15/18. We have unsigned contracts from:
 - Kathy Kellermann - retirement
 - Kathy Lamecker - retirement
 - Anne Buss – retirement
 - Stefanie Hoernke
 - Cathy Solowicz
 - Abbey Weggel
 - Crystal Lensmeyer
- Mark Seif is retiring June 1; we will contract through Building Services Group to handle his high school maintenance duties. Mark has agreed to stay on next year as an SMCS bus driver.
- Mary Jo Sajdak, St. Margaret Mary Administrative Assistant, is also retiring in June. We will be hiring a replacement over the summer.
- A retirement celebration was held for our five retirees on May 15th at Holidays Pub and Grill.
- An end of year prayer service, staff recognition, and luncheon event will be held at Pullmans on June 1st for all employees.
- Benefits Open Enrollment period for July 1, 2018, ended 5/15/18.
- Biometric screenings were held for employees on our health plan on 5/15/18 at our SMM and SMC locations.

Admissions/Recruitment & Retention

- **SMCS Summer Program:** Open to all students in grades K-6. Currently have 44 registered; goal was 40. Also have additional 8 children interested in “**Friendsday Wednesday**” field trips.
- **WPCP Program:** Received 144 applicants with 143 verified (one opted out); feel confident we will attain our goal of 130 vouchers.
- **Tuition Assistance** applications were reviewed and processed; 162 students in 95 families were awarded tuition assistance grants exceeding \$376,000.
- **Aquinas Program:** Ten students qualified; six have accepted to date. Some additional students scheduled to test in June. Still recruiting to meet our minimum goal of eight students.
- **Enrollment for 2018-19** is currently at **817**, with Preschool and Pre-K expected to rise and STS students not yet registered for high school. Year to year comparisons:

REGISTRATION NUMBERS

<u>YEAR</u>	<u>2018-19</u>	<u>2017-18</u>	<u>2016-17</u>
Count date	5.15.2018	9.15.17	9.16.16
Grade			
Preschool	30	52	57
Pre-K	54	59	50
Total:	84	111	107
K	57	37	62
1	36	61	57
2	65	58	53
3	59	52	61
4	52	65	59
5	67	56	66
Total:	336	329	358
6	55	46	58
7	46	62	64
8	63	65	54
Total:	164	173	176
9	61	62	48
STS - 9		0	3
10	61	51	60
STS - 10		5	
11	50	60	50
STS - 11		2	5
GO - 11	3	3	3
12	58	50	68
STS - 12		4	5
Total:	233	237	242
SMCS Total:	817	850	883

Fund Development & Alumni Relations

Annual Fund: 7.1.17 – 5.14.18 = **\$174,943** vs. 7.1.16 – 5.14.7 = \$166,432.... While this is trending higher, we still have a number of larger gifts yet to come in from people who made a gift LY, but not yet this year.

- Next week: Requests will be sent to people who historically make a second gift.
- June 4th: Emails will be sent to people for 'last call'
- 100% participation expected of BOT members

2018-19 Annual Fund: Next year's campaign is in development with goal of being ready to share with the community the first week of school.

SMCS Foundation Update:

- Consent Resolution being reviewed by GB Diocese this week. Once signatures are attained from SMCS Board of Directors, and the Consent Resolution is approved, we can move ahead and file the IRS documents.
- Work has continued on the Gift Acceptance Policy, along with planning for the new SMCS Foundation Board of Directors.

Leadership Day: On May 2, three alumni were recognized at the Leadership Day assembly at SMCHS (with students present):

- Mary (Jape) Gyrion received the SMCHS Outstanding Catholic Christian Service Award
- James Englebert received the SMCHS Distinguished Service Award
- Mary Jane "Mame" (Schmerein) Heaney received the SMCHS Alumni Achievement Award

Events: Dates to mark on your calendar...

- **Connect 5** – 9/22/18
- **Meet Me In The Middle** – 10/5/18
- **TASTE!** – 10/19/18
- **Z-NIGHT** – 11/10/18
- **Winter Escape** – 1/25/19
- **Wines Around the World** – 2/16/19
- **Zephyrfest** – 4/13/19

Zephyrfest (ZF18): Gross revenue = \$525,000. Net profit = **\$350,000+!!**

Zephyrs Gold: On the hunt to solidify the sponsor list and awesome prize list. Please take a sponsorship letter today if you or your business would be interested in supporting this important fundraiser that provides our SMCS families with a fun way to help fulfill their family fundraising fee. We received very positive feedback about this new program last year, so are excited to bring it back again for next year.

PTO work: The Advancement and Business offices have been working with the school principals to strengthen the PTO processes. This dialogue with the schools will help to adhere to audit requirements, create a unified process and better guidelines for each school group.

Awareness marketing activity: You may have seen one or two billboards, received a brochure or postcard in your mailbox, and witnessed enhanced social media presence. These tactics are a result of donor-supported assistance to help build awareness of SMCS, generate interest, and potentially impact enrollment.