

SMCS Board of Trustees' Meeting

Wednesday, April 18, 2018 - 6:30 pm

Present: Helen Englebert, Nancy Braatz, Gary Elmer, Dan Engelhard, Kathleen Healy Osland, Lori Vegso, Phil Kerwin, Kristen Bergstrom, Steve Pable, Pat Breen, Mary Krueger, Fr. Larry Seidl and Paul Seveska.

Absent/Excused: Fr. Paider, Fr. Bergsbaken, Kim Massey and Dustin McClone

Guest: Mr. Pat Batey and Ms. Jeanne Lee

Opening Prayer: Ms. Braatz began the meeting at 6:34 p.m. and led the group in opening prayer.

Open Forum: There were no guests for Open Forum.

Change to the Agenda: The Foundation Vote is moved ahead of the President's Report. No further changes were made.

Consent Agenda: Consent Agenda items included the Board Minutes from March 21, 2018 and the Executive Committee meeting minutes dated April 11, 2018. Motion to approve by Mr. Elmer. Second by Ms. Bergstrom. Motion passed.

SMCS Foundation: Mr. Engelhard provided the report on the SMCS Foundation. Documents were previously provided to Board members including the SS-4, Articles of Incorporation, Addendum to Articles and Initial Resolution of Directors and Bylaws. Mr. Engelhard put forth the following motion: The Board of Trustees Supports the SMCS Foundation documents, contingent upon the SMCS Board of Directors approval, including the Articles of Incorporation, Addendum to the Articles of Incorporation, Bylaws and the Initial Resolution. Second by Mr. Pable. Motion passes.

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

Staffing: Contracts were issued to all teachers indicating a desire to return on Friday, April 13th. All administrator contracts were returned. A Principal was hired for the high school. A team is working on a communication plan for announcing her hire. The information will be in the SMCS newsletter.

Key Points of Focus: The Servant Leadership attribute for March was Perseverance; continued work on the Foundation, including approval from the Diocese and work with counsel; final determination on teacher staffing models for SMCS programs and teachers at each school; Zephyrfest, Annual Fund and Enrollment collateral materials was a focus for the Advancement Team; a Safety/Security assessment was completed on the MS/HS campus by an outside firm; All employee benefit plans reviewed and cost sharing model determined for 2018/2019; no classes/campuses closed for 7 days due to Easter Break and April snow day.

Curriculum and Professional Development: Stem Saturday was held on March 24th with very good turnout. There was a lot of collaboration between teachers, young alumni, students and volunteers; the initial testing for the Aquinas program was held on March 24th; there will be additional testing in June.

The HS selected the PLTW engineering program and the HS science teacher will receive two weeks of training at MSOE in July; three HS teachers attended CAPP training at UW-Oshkosh.

Admissions/Enrollment/Retention: 3rd and 4th grade visit day happened at the MS on April 13th. The SMCS Summer Program added field trips open to all kids in grades K-6. The WPCP program enrollment is in process with a deadline of April 20th. Goal is 130 vouchers. We have had 140 applicants with 132 verified. 809 students are registered for next year.

Fine Arts: There are six spring concerts scheduled. The MS will hold their musical on April 20-22; The HS fine arts trip to New York in early April was a great success. The choir and band were awarded Superior Gold Ratings at the World Strides Heritage Festival.

Marketing: The Annual Fund is at \$161,000. Zephyrfest is April 21st. There is brainstorming going on as to how to expand the Connect 5 event and partner with parishes. Dates set for future events – 9/22/18 is Connect 5; Meet me in the Middle is 10/5/18; TASTE! is 10/19/18; Z-Night is 11/11/18 and Wines Around the World is 2/16/19.

Strategic Plan: Ms. Vegso provided the report to the Board on the Strategic Plan refresh. The objective of the refresh was to identify the progress in the strategic plan, create focus and prioritization of the objectives and identify what metrics should be completed by the next school year. The goal is to repopulate the metrics, initiatives and strategies each year. A dashboard will be created to evaluate the metrics. In the refresh the categories of objectives are as follows: Recruitment, Financial Sustainability, Academic Excellence and Community and Continuity.

A discussion was held regarding the involvement of parents in the strategic plan and the role of the task force work versus board committee work. What is the amount of resources we need to accomplish the roles of the task force and where are we going to get the people to populate them? Are we resourced to meet the objectives of the task force? Discussion held around populating the task force with a “Board Lead,” System Lead,” and “Parents/Community Members.” Ms. Englebert and the current Board Champions will work to think of individuals to populate the task force.

Governance: Mr. Seveska provided a written report of the current slate of interested and vetted potential BOT members for next year. Mr. Seveska identified the Board positions that would need to be replaced. Nominations are open until April 30. A vote of new BOT members will take place at the May BOT meeting.

Monthly Committee Reports Not Contained in the Consent Agenda:

Athletics: Mr. Breen provided the report. Meeting is scheduled for next Monday.

Finance: Ms. Lee provided the report. Finance Committee Minutes from the April 13, 2018 meeting, Income Statement ending February 28, 2018, Comparative Balance Sheet as of February 28, 2018 and Comparative Balance Sheet Overview were provided. It is anticipated that the budget will balance if the budgeted Zephyrfest net number is met. A discussion was held regarding the need to review staffing needs in the business office that will be required with the passing of the Foundation.

Catholic Identity: There is no report this month.

Marketing/Advancement: Ms. Braatz provided the update. The Marketing and Recruitment Team is meeting next week.

Fund Development: Ms. Englebert provided the information in the President's report.

Building and Grounds: No update.

Old Business: None.

New Business: None.

Motion to Adjourn by Mr. Engelhard. Second by Ms. Vegso.

Adjournment: Ms. Braatz adjourned the meeting at 8:18 p.m.

Next Meeting: May 16, 2018 at 6:15 p.m. There is an closed forum for WCPC families.

Respectfully submitted,

Kathleen Healy Osland