

SMCS Board of Trustees' Meeting

Wednesday, September 19th, 2018 - 6:00 p.m.

Present: Helen Englebert, Nancy Braatz, Kathleen Healy Osland, Lori Vegso, Phil Kerwin, Kristen Bergstrom, Paul Seveska, Kim Massey, Dan Engelhard, Steve Pable, Ron Steffens, Brian Rosiejka, Terry Jack, Steve Pable, Fr. Paider, Fr. Seidl and Mary Krueger
Gary Elmer, Patrick Batey Jeanne Lee

Absent/Excused: Fr. Bergsbaken, Pat Breen and Dustin McClone.

Auditor's Report: Auditors Dale Glen and Rob Zuengler from Clifton, Larsen, Allen LLP presented the Auditor's Report. They reviewed with the Board the audit findings and the Internal Control, Communications and Management Letter, Governance Letter and Financial Statements. SMCS' financial conditions has improved versus a year ago. Mr. Glen and Mr. Zuengler answered questions from the Board of Trustees. Auditor's said that system's expense ratio of education expenses to management expenses to development expenses is comparable to the median of what other private schools are doing. There was discussion about the system's ability to forecast forward a year to help with planning. Board went into executive session at 6:37 p.m. Gary Elmer, Pat Batey and Jeanne Lee left the room. Auditor's left and Board left executive session at 6:52 p.m.

Main Meeting Commenced at 6:54 p.m. Mr. Batey rejoined the meeting

Opening Prayer: Mr. Pable began the meeting at 6:54 p.m. and led the group in opening prayer.

Open Forum: No one present.

Consent Agenda: Consent Agenda items included: Board of Trustee August 15, 2018 Meeting Minutes and the Executive Committee September 7th, 2018 Meeting Minutes. Motion to approve by Mr. Seveska. Second by Ms. Vesco. Motion passed unanimously.

President's Report: President Englebert's report was distributed prior to meeting. Copy of the report is attached. Ms. Engelbert updated the Board on status of 1099 service providers. These include providers paid by Title 9 and other funds. All those contracts have been completed. Board discussed how we are now accepting students from Menasha High School in our German Capp class. We have 5 German Students from Menasha. We are getting approximately \$900 per student. Discussed how we have students who take classes at Menasha High School. By law, students are allowed to take two classes a semester at the public high school. In verbal comments, Ms. Englebert mentioned that Lynn Graves, Food Service Director is leaving due to relocation on October 1st. SMCS has been talking with the Winnecone School District about leasing their employee and funneling our food service under their system. Approvals have been granted by the Winnecone School District. This is the plan for the remainder of the year. Total enrollment for this school year was discussed. Almost identical to last year. Aquinas program reached target of 8. Possible 9th being added for next year. Stretch goal would have been 10-12.

Review of Strategic Task Force/Board Committee Goals:

Marketing Committee is working with Anne Marie Werner . Current goals were presented. A Motion to approve the Marketing Committee goals was made by Mr. Seveska, seconded by Mr. Pable. Motion approved unanimously. All approved goals are attached.

Catholic Identity Committee: Nancy Braatz and Steve Pable led discussion on Catholic Identity Goals. Led us through the three goals. Discussion was had on how to implement them. Father Larry moved to approve. Ms. Krueger seconded. Motion approved unanimously. All approved goals are attached.

Governance: Current goals were presented by Mr. Kerwin. A motion to approve the goals was made by Mr. Seveska, seconded by Mr. Rosiejka. Lori Vesco led discussion on clarifying goals. Goals amended based on the discussion. Mr. Seveska motioned approval of the amended goals, Mr. Rosiejka seconded. Motion approved unanimously. All approved goals are attached.

Building and Grounds: Ms. Vegso described goals and upcoming activities. Motion to approve goals made by Mr. Seveska, seconded by Ms. Braatz. Motion approved unanimously. After approval, discussion followed about flooding in the commons and resultant claims. \$75,000 in claims have been submitted so far. All approved goals are attached.

Technology Commitments: Mr. Kerwin presented the goals of the Technology Committee. Mr. Pable motioned to approve, Ms. Vesco seconded the motion. The short range goals approved unanimously. Discussion about whether we should add budget from midrange to short range. Decision was made to not add it yet.

The goals for the Athletic, Finance and Fund Development Committees will be presented next month.

Task Force Dashboard reviewed by Ms. Vegso.

Ms. Vegso updated the board on progress of the Retention and Recruitment Task Force. It was pointed out that Kindergarten has historically been the key metric for long term enrollment.

Mr. Engelhard led Financial Stability Task Force update. Team has been assembled. Discussion of the expectation that other initiatives will come to this group to discuss how to fund needs. SMCS Foundation has a number of policies to put into place to be where they want to be, including Gift Acceptance Policy. Mr. Seveska asked about ongoing plan for connections of the Foundation to the Board of Trustees. Mr. Seveska would have preferred more communication regarding naming of initial Foundation board members. The Board requested for next month it would like clarification on what the obligations of the Foundation is to the Board.

Ms. Bergstrom led discussion about Academic Excellence Task Force. Goal of current curriculum information completed by November 2018. Progress being made on pace for all metrics. All new equipment is consistent amongst the three elementary schools. Consistency of legacy equipment will be verified. 3 to 5 year academic excellence investment plan under way with dollar amounts. Teacher development also comes under this. This is response to Wisconsin moving to life licensing for teaching and no longer requiring course work to maintain license.

Community and Continuity Task Force update deferred until next month.

Spirit Ware. There is new spirit ware for staff and board. Board Members will be given opportunity to order a piece.

Motion to adjourn: Motion to adjourn made by Mr. Seveska, seconded by Ms. Bergstrom. Motion approved unanimously. Meeting adjourned 8:45 p.m.

Next Meeting: October 17th, 2018 at 6:30 p.m.

Respectfully submitted,

Phillip Kerwin

