

## SMCS Board of Trustees' Meeting

Wednesday, January 15<sup>th</sup>, 2020

**Present:** Pat Batey, Kristen Bergstrom, William Bittner, David DeWitt, Helen Englebert, Kathleen Healy-Osland, Terry Jack, Fr. Robert Kollath, Kim Massey, Steve Pable, Fr. Paul Raider, Natalie Ripley, Bryan Rosiejka, Ron Schreier, Ron Steffen and Lori Vegso

**Guests:** Chris Decker, Kelly Beisenstein-Weiss, Jamie Frink

**Absent/Excused:** Fr. Dennis Bergsbaken, Dan Engelhard, Phil Kerwin, Mary Krueger, and Paul Seveska

Meeting Began at 6:32 p.m.

### Opening Prayer

**Mission Statement:** "Preparing and inspiring students to lead meaningful lives, rooted in the teachings of Christ and our Catholic tradition."

**School Vision:** "To be celebrated as the school system where students discover and develop their God-given talents and experience success through learning, faith and service."

### Consent Agenda:

Motion to approve by Mr. Dewitt. Motion seconded by Mr. Steffen. Motion passed unanimously.

### President's Report:

- Introduced Chris Decker, who started on January 6, 2020.
- Discussed audit and compliance.
- Bishop Ricken signed-off on the new track and athletic field.
- Working with Holy Spirit / Sacred Heart for School Choice – all paperwork is in and ready to go.
- School Safety – we are in good shape.
- Responding to meet the new Overtime Law that went into effect January 1, 2020.
- Continuing to work through the restructuring transition.

### Dashboard:

#### Academic Excellence

- Restructuring message went out to the Leadership Team on January 7, 2020.
- Restructuring message went out to the Staff on January 8, 2020.
- Feedback has been positive.
- A flow chart was handed-out showing key milestones.
- Ms. Vegso and Mr. Bittner will meet periodically with Ms. Englebert and Mr. Batey.

## Community & Continuity

- Ms. Bergstrom and Ms. Englebert reported on Parish relationships.
- Ms. Ripley is helping-out with St. Mary's.
- It was proposed to begin offering an additional "youth" Mass at 6:00 p.m. on Sundays. Fr. Bob is willing to help spearhead it. Mr. Pable commented that this overlaps with the Parish Mission (*e.g.*, involving youth, getting people engaged, etc.).
- Shared Ministries – Ms. Englebert and Ms. Healey-Osland went to all of the Parishes and met with the respective leaders to discuss the Parish subsidy and to look for opportunities to consolidate services. Mr. Pable commented that some Parishes are already doing some of this (*e.g.*, St. Mary's and St. Margaret Mary's are addressing mental health).
- Ms. Bergstrom sent out surveys and is already getting responses back.

## Athletic Committee

- Mr. Jack provided an update with respect to changing Athletic Conferences – The WIAA has instituted a new process for which it takes an applicant approximately 10 months to gather data. Among the many requirements, the new process also requires the unanimous support of all schools in both the present conference and the potential new conference. The WIAA rejected 35% of the applicants in the first round of this new process. The Athletic Committee started this process in January 2020, and intends to submit an application this year. If approved, the conference change would not go into effect until 2022. Mr. Jack also noted that SMCHS Football is in a separate conference, and thus would not be affected by a conference change.

## Budget:

Would like to have an approved budget by the February meeting.

Ms. Frink reviewed the proposed budget. Highlights include, but are not limited to, the following:

- Lines 1-5 reflect a 1% discount.
- The proposed budget includes 25 additional students, as well as 10 additional School Choice students.
- Researched whether School Choice students ever opt-out – to date, none have opted-out, although some leave the system, so we need to make up those numbers.
- Mr. Bittner asked how the 9<sup>th</sup> Grade enrollment number is determined – it is merely a roll-over of the previous year's 8<sup>th</sup> Grade enrollment number, and does not take into account any student who comes in externally.
- Ms. Englebert noted that once enrollment is "known," we prepare a "modified budget" in September.
- Fr. Paul requested a list of all assistance opportunities for attending SMCS to present during Catholic Schools week.
- Mr. Bittner highlighted how important the Affordable Tuition Grant is, which is shown on line 23 of the proposed budget.

- Line 32 – there is no longer a charge for Choir.
- Line 42 – there is a higher Zephyrfest goal than the previous year.
- Line 43 – Mr. Bittner stated that there will be a Fund Development group meeting to focus on the Annual Fund.
- Line 44 – Ms. Frink’s Team will help to increase SCRIP contributions.
- Line 44.5 – Other Fundraising – the addition of Chris Decker will add to this amount.
- Line 47 – Ms. Englebert noted that it is difficult getting people to go to Z Night / Z Gold. Changes to the events are being considered that will increase revenue (*e.g.*, each family will be required to sell \$200 worth of tickets).
- Line 64 – Athletic Admissions shows an increase of \$9,000 (may be at least partially achieved by reducing the amount that traditionally has been given to the Booster Club).
- Line 67 – Additional Position – this reflects the new school Superintendent position.
- Line 68 – this reflects the addition of a grant writer or administrative support position (*e.g.*, Chris Dekker).
- Line 80 – Clerical – this reflects an administrative position (*e.g.*, support for the Athletic Director).
- Lines 86a, 87a and 89a – added as an “estimate” of increases.
- Line 121 – increased to reflect actual.
- Line 136 – reflects lower maintenance since new buses have been ordered.
- Line 140 – increased due to the new Payroll system (which is also a Human Resources system).
- Line 141 – offset to Line 140.
- Line 179 – SMCHS has 12-13 air conditioning units, and all are near their end-of-life – this amount would replace 1 unit.
- Line 181 – this reflects Jane’s Woods maintenance (which was previously maintained by Pat Hickey).
- Net Overage – Ms. Frink is predicting a surplus this year, so it will carry over to the following year as an offset.

Motion to approve the Budget by Mr. Schrier. Motion seconded by Mr. Pable. Motion passed unanimously.

### **Old Business:**

Foundation Funds – If the funds currently at Associated Bank were to remain at Associated Bank, no fees will be incurred and the funds can be used towards tuition assistance. If those funds are moved to the Foundation, it will likely trigger an audit and the Foundation will incur fees. However, if we can figure out a way to move the funds currently at Associated Bank to the Foundation without the Foundation incurring any fees, then there is a strong preference to move the funds to the Foundation.

Fr. Paul offered a closing prayer.

At 8:07 p.m. Fr. Bob made a motion to end the meeting. Motion was seconded by Mr. Steffen. Motion unanimously approved. Mr. Pable made a motion to move into executive session. Motion was seconded by Mr. Dewitt. Motion unanimously approved.

**Executive Session Begun: 8:15 p.m.**

Mr. Steffen made a motion to exit executive session. Motion was seconded by Ms. Vegso. Motion unanimously approved.

**Executive Session Ended: 9:00 p.m.**

Meeting Adjourned at 9:00 p.m.

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