



SMCS BOARD OF TRUSTEES MEETING
April 20, 2016

Present: Berg, Bergstrom, Braatz, Breen, Elmer, Engelhard, Englebert, Healy, Koskinen, Krueger, McClone, Pawlowski, Seidl, Seidl

Absent/Excused: Hartrich, Ingold, Paider,

Guests: Jeanne Lee, Pat Batey, Christina Turner

Opening Prayer: Ms. Seidl called the meeting to order at 6:35 pm. Fr. Seidl led the group in an opening prayer.

Open Forum: No open forum guests

A motion to approve the meeting agenda and the minutes from the March meeting was made by Ms. Healy and seconded by Mr. Elmer. The motion was approved.

Staff Update: Christina Turner, Fine Arts Director, described her role and the goals of the Fine Arts Department. Particular areas of focus are expanding fine arts options for students and fundraising for fine arts programs.

President's Report: Helen Englebert reported the following:

SMCS is currently engaged in MAP testing for grades 1-8. This is the final testing for the 2015-2016 school year.

Helen and her team continue to work on their plan for Project Lead the Way ("PLTW") for 2016-2017. Recently, Jill Ahles, Molly Griffin and Jeanine Leege visited Lourdes Academy to gain insight as to how Lourdes is implementing PLTW. Jill Ahles is coordinating the effort for SMCS and is working with the leadership team to identify potential members for an advisory group and to develop a three year implementation and budget plan.

Enrollment

Preschool numbers are down. Pre-K numbers are down as predicted due to NJSD competition as well as normal pre-school enrollment timeline. We expect enrollment to grow over the summer as usual.

Elementary K-5 enrollment for 2016-2017 is currently 364 as compared to 372 for 2015-2016. Five new students enrolled this week. Efforts continue to recruit new families. Kindergarten enrollment numbers are in line with expectations.

Middle School enrollment for 2016-2017 is currently 175, an increase of 8% from 2015-2016.

High School enrollment for 2016-2017 is about even with 2015-2016 figures, with 251 students, including international students.

Staffing

All current teachers who indicated that they would like to return for the 2016-2017 school year received a contract on 04-15-2016.

Committee Reports

Athletic Committee (Breen): SMCHS Athletic Director Adam Bates is finalizing the concussion policy and protocol. A long term goal of the Athletic Department is to install an artificial turf field at SMCHS. The field could be used by numerous sports teams.

Building and Grounds (Healy): No report

Catholic Identity (Berg): No report

Finance (Elmer, Braatz): Mr. Elmer reviewed the Income Statement and Balance Sheet. Ms. Braatz described the strategic planning and budgeting work that is being conducted by the Finance Committee. An Executive Summary of Financial Statements for the Period of 07/15 to 02/20/16 was provided. Minutes of the 04/15/16 were also provided. A motion to approve the financial reports was made by Ms. Healy and seconded by Ms. Pawlowski. The motion was approved unanimously.

Fund Development (Pawlowski): The total amount of Annual Fund contributions to date is \$151,268. An email to alumni and past donors who have not yet pledged will be sent shortly after Zephyrfest. Other fundraising efforts, including personal notes and contacts, will continue.

Task Force Reports

Catholic Education as an Investment (Berg): Mr. Berg described the objectives of the committee and various metrics tied to those objectives. Mr. Berg discussed the committee's Objective Statement and noted that Bishop Ricken has offered some suggestions regarding the Statement.

Recruitment and Retention (Seidl): Ms. Seidl described the task force goals and approach toward reaching those goals. The task force has worked with the Diocese to

compile demographic data. Ms. Seidl provided an extensive review of the demographic data and how it can be utilized in recruitment efforts.

Financial Model (Engelhard): Mr. Engelhard discussed key elements of a sustainable business model. He also described specific financial modeling items the task force members are working on.

Deliver Academic Excellence (Healy): Ms. Healy described key task force objectives regarding curriculum development. The task force is seeking information/feedback from parents regarding how the curriculum is developed. She also discussed efforts to define key metrics related to task force objectives.

Delivering an Exceptional Student Experience (Seidl): Ms. Seidl reported that SMCS staff members are going to lead this task force with the Board of Trustees serving in an advisory role.

Old Business: None

New Business: None

A motion to adjourn was made by Mr. Elmer and seconded by Ms. Pawlowski. The motion was approved. The meeting was adjourned at 8:06 pm.

Respectfully Submitted,

Pat Breen