



SMCS BOARD OF TRUSTEES MEETING

May 18, 2016

St. Mary Catholic High School IMC

Present: Jeff Berg, Kristin Bergstrom, Nancy Braatz, Pat Breen, Gary Elmer, Dan Engelhard, Helen Englebert, Chris Hartrich, Fr. Mike Ingold, Stew Koskinen, Mary Krueger, Dustin McClone, Fr. Paul Paider, Ann Rasmussen, Fr. Larry Seidl, Pam Seidl

Absent/Excused: Kathleen Healy-Osland, Sue Pawlowski,

Guests: Jeanne Lee, Pat Batey

Opening Prayer: Ms. Seidl called the meeting to order at 6:15 pm in a closed session for WPCP participants. No guests came for this meeting. Ms. Seidl led the group in an opening prayer.

Open Forum: No open forum guests.

Corrections to the April 2016 minutes were discussed. A motion to approve the amended minutes from the April meeting was made by Mr. Elmer and seconded by Ms. Krueger. The motion was approved and the Agenda was also approved.

Staff Update: Ms. Jeanine Leege, Principal of St. Gabriel Elementary School and Curriculum director, introduced herself and described her Curriculum role as overseeing what is taught, how it is taught and how we assess teachers. Particular areas of focus discussed are utilizing and expanding Title funds available to our system, the Effectiveness Project, and Professional Development.

President's Report: Helen Englebert presented her Presidents Report, highlighting the implementation plan and funding plan for Project Lead the Way; positive enrollment activity with further Preschool enrollments expected over the summer; Staffing updates; and Fund Development status, including Annual Fund and Zephyrfest updates.

Committee Reports

Executive Committee (P. Seidl): Report and minutes were presented in advance.

Athletic Committee and Building and Grounds Update (Breen): *Fields of Dreams* retention pond is graded and seeded, plan to have practice field available fall 2016 and softball on campus by Spring 2017.

Catholic Identity (Berg): Reported with the Strategic Initiative #1 information.

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 was provided. A motion to approve the financial reports was made by Mr. Breen and seconded by Fr. Paul Paider. The motion was approved unanimously.

Fund Development: The Zephyrfest event was successful! Great community event that should be close to budgeted income.

Marketing / Advancement (Seidl): Committee will meet in June and report next meeting. Talking Points were distributed featuring highlights throughout SMCS. Please be aware of this information.

Strategic Initiative Task Force Reports

Catholic Education as an Investment (Berg): Mr. Berg shared that the committee is actively meeting and working to plan and implement an increased role of connecting the SMCS system to the parishes. A written summary was provided with key focus areas for the team.

Grow Recruitment and Retention (Seidl): Committee will be meeting next week.

Financially Sustainable Business Model (Engelhard): Mr. Engelhard discussed that members are each working on specific financial modeling items. Ms. Braatz is working with the Finance Committee to compile a 3 year budget and develop meaningful financial metrics. Ms. Englebert is working with Ms. Lee to define starting point of debt definition (net liabilities) and develop quarterly reporting process. Mr. Hartrich is developing a modeling tool to be used for analysis of monthly financial data and trends. Mr. Engelhard is working with a team reviewing major gifts, including governance, management of funds, and increases sources of income.

Deliver Academic Excellence (Bergstrom): Ms. Bergstrom reported the status of developing surveys of stakeholders. The BOT agrees that inclusion of Principals is imperative to this initiative.

Delivering an Exceptional Student Experience: The committee consisting of staff, outgoing BOT, and teachers will be meeting June 14 working on key points of contacts between students, parents, staff and teachers.

Old Business: None

New Business:

Nominating Committee has two vetted candidates on slate for four open positions on the 2016-17 BOT. There are more candidates in the vetting process, some are interested in future years at this point. Voting was tabled until the June meeting hoping for more candidates to complete the vetting process. Please review the candidate's information pages prior to the June meeting in preparation for voting. Also, please continue to recruit and refer potential Board members to Mr. Koskinen.

BOT Constitution: (Koskinen): An updated draft of the BOT Constitution was emailed to members, including revisions regarding Meetings with Pastors, Election of Officers, role of the Secretary, Special Meetings and Minutes. Proposed revisions are highlighted on the draft. BOT will vote on adopting these revisions at the June meeting.

Election of Board Officers for next year will take place at the June meeting. Send Mr. Koskinen nominations. Please review the BOT Constitution for more information on positions and responsibilities.

Committee Service is expected of all (non-Pastoral) BOT members. All committee spots are open for next year and many committee chair positions are available. Please review the committee charters, consider your interest and skills, pray about what your service should be and send Ms. Seidl your top three committee interests and if you are willing to Chair a committee by June 8.

A motion to adjourn was made by Ms. Braatz and seconded by Fr. Seidl. The motion was approved.
The meeting was adjourned at 8:10 p.m.

Respectfully Submitted,
Nancy Braatz