

**SMCS Board of Trustees Meeting
September 16, 2015
Minutes**

Present: Dan Engelhard, Kathleen Healy Osland, Kristin Bergstrom, Stew Koskinen, Pat Breen, Father Larry Seidl, Helen Englebert, Ann Rasmussen, Nancy Braatz, Jeff Berg, Chris Hartrich

Excused: Father Mike Ingold, Father Paul Paider, Dustin MClone, Sue Pawlowski, Pam Seidl, Gary Elmer, Mary Krueger

Guests: Jeanne Lee

Meeting Start: The meeting was called to order at 6:32 p.m.

Opening Prayer – Lead by Ms. Braatz

Open Forum – No Open Forum Guests

Welcome to new BOT member Chris Hartrich

Approval of August 2015 Minutes: Motion by Dan Engelhard, second by Stew Koskinen, passed unanimously.

President's Report – Complete written report handed out at meeting; summary includes:

- **Curriculum** – Teachers reviewed MyLearningPlan; teachers set objectives and are evaluated by progress to learning outcomes.
 - Moving to web based MAP testing for students in grades 1-8.
 - Periodic Professional Development Days. First day will be Sept. 25th.
 - Steve Tyink, guest presenter, will focus on “creating the customer experience”. Board members were invited to attend Steve’s presentation from 10:00-11:30 a.m.
 - Foundational Catechetical Certification (FCC) - focusing on morality.
- **Enrollment** – Preschool is down as anticipated- decrease in 60 students, but concern is for the decrease at the elementary level of 23 students. Enrollment is up 7 at middle school, and 13 at high school. Helen has asked for a task force involving staff, principals, and parents to focus on elementary enrollment. Trying to pin point the problems. No specific/chronic problems noted on exit surveys. Encouraging board member help by challenging each member to recruit 1 student for next year. Committee discussed concerns regarding retention from grades 5th to 6th and 8th to 9th. Request was made to see retention stats. Helen reported they are being worked on and she will share when study is completed. Board member suggested pro-active interviews and “stay” surveys, i.e....What keeps you here?
We have received 96 WPCP accepted vouchers this year compared to 28 last year.
- **Staffing** – Still interviewing for the elementary learning disabilities teacher positions and SMM after school positions.
- **Fine Arts** – Transforming the Fine Arts committee towards a Booster/Sports Club model. Creating a revenue stream for the FAEC with consistent rentals from outside programs such as Kidstage and Artsonia.
- **Technology** – New equipment for MAP testing. Have each student do pre-test prior to actual testing.
Teachers using Smart Boards for daily work at all levels.

Transitioned to Power School Scheduling.

- **Fund Development** – Early Bird kick-off. Solicited staff and received over \$3,000.00 in pledges from teachers and staff.
Committee added some new individuals and attended each elementary schools parent night to talk about the Annual Fund and Scrip.
Will be meeting with a few major sponsors over the next week– major supporters of science and tech programs.

Committee Reports

- **Executive** – Ms. Englebert- Reminded everyone of the dates for the Strategic Planning meetings which will all take place at the N-M YMCA. Sept. 23, Oct. 14, and Nov.4, all starting at 5:00.
- **Athletics** – Mr. Breen- No report. Next meeting scheduled for Sept. 30th.
- **Facilities**- Ms. Kathleen Healy has generously accepted to chair this new committee. No report yet. Looking for committee members.
- **Catholic Identities**- Mr. Berg has accepted to chair this new committee. No report yet. Mr. Berg is looking for another board member and would also like a religion teacher and religious leader (priest or deacon) to be on the committee.
- **Finance Budget** – Modified budget as of 09/04/15 was presented and discussed. Based on information known to date, Ms. Englebert feels confident in the numbers with a net income of \$13,885 less adjustment for FICA increase. Board discussion regarding net impact of WPCP income, plans to continue to work on budget concerns... Ms. Englebert would like the Finance Committee to make recommendations for tuition rates for next year. Early enrollment starts in October. Discussion by board determined that this would be part of the strategic plan. Budget planning needs to start in October.
- **Fund Development** – Addressed by Ms. Englebert in the presidents report.
- **Governance** – No report
- **Marketing/Advancement** – Monthly Good News talking points handed out.

Old Business:

- Ms. Braatz reminded committee chairs to complete committee charters and get information to Pam S.
- Draft of Board Goals reviewed. Discussion regarding need to define specific financial goal number. Need for comprehensive plan to achieve specific goals in the budget.
Finance Committee in agreement to look at formulating a specific goal and will discuss at October meeting.

New Business:

- Ms. Bergstrom presented a suggestion brought to her by a parish member. Connecting the students with a parish member through a “guardian angel”. It would connect the student with the parish. Ms. Englebert will discuss with the principles at an upcoming meeting.

Motion to Adjourn – Motion by Father Seidl, second by Ms. Rasmussen – Meeting Adjourned 8:05 p.m.

Minutes respectfully submitted by Ann Rasmussen 9/27/2015.