

SMCS Board of Trustees' Meeting
Wednesday, October 16th, 2019 - 6:30 p.m.

Present: Kristen Bergstrom, William Bittner, David DeWitt, Helen Englebert, Kathleen Healy-Osland, Terry Jack, Phil Kerwin, Fr. Robert Kollath,(6:55 after Holy Spirit Vote), Mary Krueger, Kim Massey, Steve Pable, Natalie Ripley, Brian Rosiejka, Ron Schreier, Fr. Larry Seidl, Paul Seveska, Ron Steffens and Lori Vegso.

Guests: Patrick Batey, Jamie Frank, Jeanne Lee, Kelly Beisenstein-Weiss, Lori Paul (Director of Advancement for Archdiocese of Green Bay), Rev Carl Schmitt (Holy Spirit Parish, Darboy) and Mike Zuleger (Holy Spirit Parish, Darboy)

Absent/Excused: Fr. Dennis Bergsbaken, Dan Engelhard, Fr. Paul Paider,

Meeting Began at 6:32 p.m.

Opening Prayer: Reverend Carl Schmidt led the group in opening prayer.

No one asked to speak at open forum.

Mission Statement and School Vision: To aid in the Board discussions, the meeting started with a recitation of the Mission Statement and School Vision.

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."

Holy Spirit School Choice

Holy Spirit approached the System about working together to help them become part of the School Choice Program. Ms. Paul talked about the combined School Agreement. It is a way for smaller schools to work with a system to become part of School Choice. The Wisconsin Department of Public Instruction ("DPI") had brought this possibility to the attention of the Diocese. It would allow more families to become part of School Choice without having to wait for "transition" years. As the sponsoring system we would be financially responsible but each school system would be subject to its own audit. If Holy Spirit was disqualified our Board members might be affected. Holy Spirit is estimating that it will immediately affect 10 to 15 families. They will handle administration. We have no oversight of Holy Spirit, just the 10 to 15 students. Biggest benefit is to families. If they did this themselves, they would be limited to students in pre-K, pre-K 4 and 1st grade. If the System sponsors, everyone is eligible. Holy Spirit will off the program at the pre-K 4 level, the SMCS System currently does not extend the program to this level but is considering doing so in the future. Not an issue for this year. St. John/St. Mary may also join. Holy Spirit student body is 227 in Pre 3 through 8th grade. The SMCS System has 16% participation in the School Choice Program. If Holy Spirit ultimately see a similar percentage, the total number of eligible students could rise to approximately 35.

Mr. Seveska moved for the System to take the required steps to work with Holy Spirit to enter a Combined School Agreement for School Choice. Mr. Schreier seconded. Brief discussion regarding that it is a positive Holy Spirit came to SMCS rather than other options. The process will start in January of 2020 if motion is approved. Discussion ended. Motion unanimously approved.

Father Schmitt, Mr. Zuleger and Lori Paul left after this vote.

Consent Agenda: The following items were circulated prior to the meeting and were included in the consent agenda.

- Minutes of 10-04-2019 SMCS BOT Executive Committee Meeting
- Minutes of 09-18-2019 SMCS Board of Trustees Meeting
- Minutes of 10-11-19 SMCS BOT Finance Committee Meeting
- Minutes of 10-13-2019 SMCS BOT Athletic Committee Meeting
- Charters of the BOT Committees
- Goals for the Governance Committee

Motion to approve by Mr. Seveska. Motion seconded by Mr. Steffens. Motion passed unanimously.

Strategic Plan/Task Force Status:

Strategic Task Force - Recruitment.

Ms. Vegso mentioned that they are looking at head count increase to move Fine Arts from good to great. Question about whether board needs to approve head count. Budget surplus talks about drama teacher being possible added. Helen's leadership team is generally in favor of it. There are possibilities for increased revenue to cover some or all of cost.

Strategic Task Force – Financial Stability.

Father Kollath mentioned that Holy Spirit students are very much free agents. What can we do to encourage them to come to the SMCS System? Invite Pastor and Principal and parents for tours and exposure to our System. Let's find some ways to reach out to them.

Strategic Task Force - Academic Excellence.

Ms. Bergstrom discussed name change from "sustain" to "develop and advance" academic excellence. She reviewed the people being added to the Task Force; Margie Weiss, Mike Sullivan, Jim Gruber (Neenah High School) and Ann Engelhard (limited by donor relationships). The continuum should be done by the end of November. Mr. Batey working with the principal group and it will be put on the website.

One of key things being discussed is best practices for actively monitoring and evaluating academic excellence in the System. What would our organization look like if we were starting from scratch rather than working from a historical base? What should the organization look like to better deliver academic excellence? A lot of work is going into this with the plan to share at the November Board Meeting.

Strategic Task Force - Community and Continuity.

New initiative. Trying to brainstorm a list. Monthly parenting meeting open to all parents, not a fixed committee. Meet 5 times a year. The meetings would discuss what has happened, what is coming. It is not a “tell you what to do” meeting. It is an exchange of ideas. Send out invitation with topic in newsletter. In Mr. Schreier’s experience when something similar was implemented in Appleton, the System could expect some repeat players and some rotating based on topic.

Catholic Identity would be one of the 5 topics.

Community and Continuity have also begun putting a survey together. Mr. Bittner suggested putting 5 month calendar together ahead of time and publishing it would help with attendance. Mr. Pable mentioned using faculty to identify involved parents.

Committee Status:

Athletics (Terry Jack)

Mr. Jack received a request from Zephyr Basketball Club to utilize our name and logo.

Approved by Athletic Committee. Mr. Jack made a motion to approve. Motion seconded by Mr. Seveska. Ms. Healy-Osland appreciates the work on making sure we are all working together and aligned. Nathan Vogel is in charge of Junior Zephyr. Mr. Pable asked for clarification. What is their code of conduct? They are developing one. They diocese has language that we are including. We asked the club to differentiate levels of basketball and explain the difference between club and school ball. Mr. Seveska said that no surprise that there are 4 to 5 parents that do the majority of the work. The Athletic Committee has committed to working with them to increase parental involvement. The System Athletic Director has mandated that the Varsity High School Coaches have some involvement with the club with some involvement of the varsity players. The High School basketball teams will include 1 middle school practice during the season. Motion was approved unanimously.

The High School is looking to move conferences to reduce travel and increase competitiveness. Before we officially apply it will be brought to the Board. The current conference must unanimously consent to release SMCHS from the conference and then the High School would need to be accepted in a new conference. Hopefully, with Football already in its own conference, it will go smoothly. December 1st is the deadline for applying for 2021-2022 year.

Buildings & Grounds (Ron Steffen) –

Finance asked if we have a compressor issue. Answer was no.

Finance (Kristen Bergstrom) -

The System has its official enrollment numbers. These were used to update the budget for this current school year. Enrollment was 903 versus 853 forecast in the budget. Congratulations to all the staff who made this happen. Really sensational job.

Ms. Bergstrom led the Board through the changes in the budget.

More tuition means more grants for tuition assistance, including targeted assistance and transitional assistance. Brief discussion of Children of System Teachers' tuition discount. The discount grows based on years of service so teacher discount starts at 30% increases 1% per year of service.

There is now no longer an unfunded budget item of \$175,000 between increased enrollment, staffing changes and a \$25,000 donation. Mr. Seveska asked if our funding is solid enough to take \$175,000 out. Ms. Bergstrom answered that it was. Mr. Seveska stressed that we still should be motivated to go out and get that money.

Mr. Schreier asked clarification that discount applies to any staff. It does. A discount is also offered to independent contractors.

Increase in medical costs of 7%. It was more than this but the Diocese absorbed some of the costs.

Total operational expense increase of \$117,000.

Net surplus of \$33,000. Plus \$25,000 grant. Unfunded needs are listed on bottom. Big issue here is the death of a bus. We are reviewing fleet needs to make a recommendation. Ms. Englebert is examining the possibility of just a mid-size energy efficient leased bus. When we need a larger bus we would contract with a bus company.

Ms. Healy-Osland asked about the budget plan for next year. Tuition will be reviewed and recommended for vote for next school year.

Mr. Bittner suggested we look really hard at High School Tuition and grants and assistances we make. Mr. Seveska asked about the tuition statement. Feels we didn't publicize enough what we did with tuition assistance. Mr. Jack asked that the Board get to see a pro forma tuition statement so that we know what it is and can communicate. Need to highlight those who contribute to tuition support. Those who request tuition assistance do get extensive detail as to what help they are receiving and opportunity to send a thank you note. Ms. Englebert agreed that this can be expanded to opt in grants and everyone who attends for parish support.

Technology (Phillip Kerwin)

Mr. Kerwin talked about changes with the Vex Program with several long time mentors asking for reduced roles.

President's Report:

Ms. Englebert discussed the following items from the President's Report. Enrollment reviewed. Ms. Englebert mentioned the early child program video and the number of hits it has received. Father Kollath mentioned that the video had no ties to Catholic Identity. Helen said that she will pass this along and have them address.

Meet me in the Middle fundraiser did about the same as a year ago (about \$24,000). The Connect 5 event made a little more money than the previous year (about \$23,000).

Old Business – None discussed

New Business –

Father Kollath suggested that teacher's watch video about Cardinal John Henry Newman, a key figure in Catholic Education. He was just named a Saint. Could be incorporated in teacher retreat and All Saints Day.

Mr. Pable did a shameless plug for Radium Girls.

Father Kollath mention All Souls Day 9:00 Mass. Recommended bringing a chair.

Mr. Seveska made a motion to move into Executive Session. Mr. Schreier seconded the motion. Unanimously approved.

In to Executive Session: 8:30 p.m.

Out of Executive Session: 9:45 p.m.

End of Meeting: Mr. Seveska motioned to adjourn meeting. Motion seconded by Father Kollath. Motion unanimously approved. Meeting Adjourned at 9:46 p.m.

Next Meeting: November 20th, 2019 at 6:30 p.m.

Respectfully submitted,

Phillip Kerwin