



**SMCS Board of Trustees
President's Report
June 17, 2020**

Key Areas of Focus for Month

- Performance evaluations/goals for non-contracted employees – new process rolled out
- At-will employees pay agreements finalized and distributed
- Pandemic re-entry and re-engagement teams working on development plans for:
 - Phase I: May 27 – June 30; Phase II: July 1 – August 15; Phase III: 2020-21 school year
- New guidelines and waivers drafted for summer activities after 7/5/20 in response to COVID-19
- Stakeholder involvement with the Zephyrs field renovation and St. Gabriel safety upgrade projects
- Tuition assistance award process completed and commitments sent to over 190 parents
- Catholic Promise and Commitment to 2020-21 document prepared
- Involvement with final stages of interview and screening process for selection of superintendent
- Staff and teacher *Reflection, Recognition, and Awards* presented through June 5 Livestream Event
- SMC Educator Endowment annual meeting held June 15

Admissions & Enrollment

- Survey for remote/digital learning sent to all families on June 16 to gauge their March 18-June 5 experience due to COVID-19
 - Seeks input for each student – including grade/location, online learning platforms, technical support, amount of time spent on school work, learning activities, teacher/staff support
- Summer 2020 programs/camps/events
 - Day camp/day care – started June 8 as scheduled; 36 enrolled and going well so far
 - Sports camps – as scheduled or delayed until July/August
 - Strength & conditioning (middle & high school) – virtual in June, live in July & August
 - Camp Invention - TBD
- WPCP – State awarded SMCS 185 vouchers of 190 applications submitted for 2020-2021!
- 2020-2021 overall recruitment/retention summary:

2019-2020 enrollment 9.23.19 (DPI count)		2020-2021 enrollment 6.12.20	
Early Childhood			
SG: 38		SG: 39	
SMM: 59		SMM: 43	
SM: 23		SM: 16	
120		98	
Elementary			
SG: 94		SG: 110	
SMM: 179		SMM: 166	
SM: 81		SM: 83	
354		359	
Middle School	180		187
High School	250		249
	904		893

Business Services: Finance/Technology/Food Service

Finance

- Tracking PPP loan disbursement of allowable funds in preparation for forgiveness documentation
- Wines Around the World earned \$33,419
- Profit of Zephyrfest \$538,740 will be reflected on our May statements
- Continuing to work with committee on new Zephyrs Connect (Connect5) format for August event
- Helped to finalize the benefit open enrollment process
- Worked with Pat Batey to have Business Office trained on background check process and Virtus classes; this has now been transitioned to our office.
- Our line of credit was renewed
- Continue to add new SCRIP retailers to our program; we hope a few more will be joining us soon! Check out Chick-fil-A as a new option at 10%!

Technology

- Created a laptop turn in survey to be completed by students and staff. This will identify what different software was being used and what the preferences were of both the students and teachers.
- Laptops all returned: IT is beginning the process of preparing them for the 2020-2021 school year.
- Analyzing pricing for 2020-21 laptop purchases; waiting for pricing from an RFP issued by the Diocese
- Provided support to teachers and staff as they finalized the 2019-2020 school year

Food Service

- Working with Director on year-end reports for DPI
- Working with Winneconne on new contract for the 2020-2021 school year
- Outsourcing Food Service on pause, but will explore option for 2021-22 year

Advancement – Fund Development

Zephyrfest – Virtual event raised over \$538,739!!!

- This is a great success and many thanks need to be given to our key sponsors and donors who worked tirelessly behind the scenes to make it possible.
- We learned a lot in our virtual Zephyrfest and are committed to making a virtual component a feature at live events moving forward.
- The engagement from alumni, families and people geographically distant was very strong.
- Next year's event will be held on April 24, 2021, at the Fox Cities Exhibition and Convention Center.

Annual Fund Appeal – We made a concerted effort to highlight the annual fund during the last week of May through June 10.

- Over 250 phone calls were made to alumni.
- Almost 150 letters were sent to non-alumni, recent givers to annual fund.
- And, we did a three-part, video based mass email campaign that was sent to our alumni database (1380 email addresses in our database).
 - In total, we received \$18,805 in donations from 79 gifts.
 - We received six gifts of \$1,000 or more.
 - The remaining 73 gifts average \$113 in size.
 - We had 70 new alumni gift a donation toward the annual fund that had not given for the year.

Human Resources/Communications

Hired (updates since May meeting)

- Nicole Stumpf- Elementary Counselor
- Paul Bradshaw – Head Varsity Boys Basketball Coach

Departed (updates since May meeting)

- Spencer VanDeurzen- internship ended
- Karen Kain- retired 5/23/20
- Pat Batey- retiring 6/30/20
- Barb Stadtmueller- resigned
- Trisha Hoffman- resigned
- Ellen Bailey-resigned
- KarieAnn Zeinert- resigned
- Thomas Nogar- non-offer

Current Openings

- SMCS Superintendent – offer accepted contingent upon background/documentation processing
- Learning Specialist – SMM
- PT German Teacher – MS
- PT MS Athletic/Activities Director
- PT After School Care Provider (2 openings) – SG
- PT Food Service Aide- SG
- Substitutes – Teachers, Aides, Food Service