

SMCS Board of Trustees – Meeting Minutes

Meeting held December 20, 2023

Mission: Preparing and inspiring students to lead meaningful lives, rooted in the teachings of Christ, in our Catholic tradition.

Attendance:

Present: Leila Mousai, Daniel McKenna, Ron Steffen, Kristen Bergstrom, Meghan Healy, Bryan Rosiejka, Dr. David DeWitt, Paul Seveska (via phone), William Bittner, Troy Noel, Patti Purcell, Father Bob Kollath, Father Judah Pigon

Missing: Father Nonito Barra, Ron Schreier, Fr. Michael Lightner

Guests: Kathleen McCurdy

BOT MEETING START TIME: 12:32 PM

Opening Prayer: Kristen Bergstrom

MOTION:

CONSENT RESOLUTION

- Ron Steffen moved to accept the Minutes of the November BOT Meeting, Minutes of the Athletic committee meeting and the Minutes of December BOT Executive Committee Meeting
- Second by Troy Noel
- Call to vote – unanimous
- Motion carried

OPEN FORUM

- No open forum

STRATEGIC PLAN

- Leila Mousai spoke on academic excellence
 - Open question on the strategic plan draft on the enlightenment metric
 - Metric still outstanding, only open issue
 - Can we still vote on the strategic plan?
 - Yes, the BOT can still vote on the strategic plan without the completed metric
- Catholic culture and community
 - No change
 - Kristen asked how we reach out to non-Catholics
- Financial sustainability
 - Added goal to target an 80% public school salary for teachers
 - It was suggested to put a timeframe on the
 - The 80% public school salary goal was set by the Green Bay Diocese as laid out in the Meitler Study.
 - Dr. Dave DeWitt asked if there any teacher feedback on this conclusion

- Strategic plan refresh final discussions
 - Refresh process should be completed earlier in the school year.
 - Addition of Father Bob Kollath to the Strategic Planning Team was very helpful and offered parish insight
 - Dan really likes the plan and feels that it will continue to be a main part of the school
 - Bryan Rosiejka and Father Bob Kollath had a lot of input on the configuration of the plan
 - Strategic plan to be a live document always in improvement

- Dashboard demonstration shown
 - Located in the SharePoint google drive
 - There is a tool that shows progress to our goals/metrics

MOTION:

- Kristen Bergstrom moved to accept the strategic plan as discussed, without the completion of the enlightenment metric
- Second by Troy Noel
- Call to vote – unanimous
- Motion carried
 - Bill reminded everyone it is a good idea to review the plan regularly

CALENDAR

- Kristen discussed calendar
- The BOT approves calendar
- Dan mentioned there will be a week off for Thanksgiving and the Christmas break will encompass 3 weekends
 - Inservice on January 3rd to fill the entire first week of January
- The 2024/25 school year will have 180 school days
- Staff has had input on the development of the calendar
 - Dan noted it is a move in the right direction, having staff as part of the calendar development
- Troy asked about days the staff did not like
 - Some professional development days they would like to change
 - Orientation timeframe some didn't like
 - Overall, they are happy

MOTION

- Bryan Rosiejka moved to accept the calendar as discussed
- Second by Troy Noel
 - Discussion on what parents thought about the entire Thanksgiving week off of school versus just Thursday and Friday.
 - Approximately half and half on the options
 - Dan mentioned its much smoother when it is a whole week off, many kids off anyway
- Call to vote – unanimous
- Motion carried

- Approved

Catholic identity update

- Looking at getting committee off the ground
- Like to have more students to do faith formation
- It was suggested by the committee that it would be really nice to build a large chapel on the grounds
- Would like to make sure we include all Parishes in Catholic identity

Bill Bittner on 10-year financial goal

- Highlighted key points
- Assumptions built into plan
 - Momentum campaign a significant part of future funding goal. Goal is to half of endowment supporting tuition assistance and the other half supporting faculty excellence. Will actually be determined by donor restrictions.
 - Current Proposed budget can't sustain the salary increase proposed.
 - In order to work towards the salary goals, we will need assistance from an aggressive tuition increase
 - The adjustment to Choice reimbursement was inline with SMCS cost to educate.
 - Parish contributions will remain equal to current year.
 - Budgeted Zephyrfest net revenue was adjusted to be inline with the Zephyrfest committee expectations
 - The faster we can raise money for the Momentum Campaign the longer the Miller Funds can last.
 - Lots of discussion on this
 - Contributions received for the Momentum Campaign need to be invested for 12 months before interest can be withdrawn.
 - Future projected head counts have been developed
 - Aggressive head count for next year, 1008 students
 - We will be starting to get to maximum capacity at some of our facilities which needs to be taken into consideration for future planning.
 - Increase in tuition will be higher than usual
 - Education at SMCS is still an excellent value.
 - Currently at a tuition lower than the average of the three nearby Catholic schools
 - Proposal for a 500 dollar increase across the board for tuition
 - About a 10% increase overall
 - Other schools have the same pressures we do
 - The large tuition increase should be a one-time pull forward
 - Assuming scholarships and assistance is flat
 - Our revenue is going up only 1%
 - 80% of expenses are salary and benefits for staff
 - New budget makes increases to professional development not previously budgeted.,
 - Minimal increases for all other expenses

- \$300,000 projected deficit in this budget
- The option to pay entire tuition option needs to be reconsidered
 - We also should be transparent as to what tuition covers
- Don't expect that big of a tuition change going forward
- Did not budget for any international students, Kristen suspects interest for international students may be coming back and offer additional school income

COMMITTEE REPORTS

- No reports

OLD BUSINESS

- No old business

NEW BUSINESS

- No new business

Closing Prayer – Father Bob Kollath

MOTION

- Dr David DeWitt moved to begin executive session
- Second by Leila Mousai
- Call to vote – unanimous
- Motion carried

MOTION

- Dr David DeWitt moved to end the executive session
- Second by Patti Purcell
- Call to vote – unanimous
- Motion carried

MOTION

- Dr. Dave Dewitt moved to end the BOT meeting
- Second by Patti Purcell
- Call to vote – unanimous
- Motion carried

Meeting ended at 2:45 PM