

# Waukesha Catholic Board of Directors

June 21, 2016



Attendance: Mike Bartels, Patrick Carey, Chadd Frank, Fr. Howard Haase, Joseph Heinecke, Kelly Horan, Lisa Kovaleski, John MacGregor, Geovanna Salazar, Lori Suarez and Kristin Wroblewski

Excused Absent: Nancy Nadolny

- I. The meeting was called to order at 7:02 p.m. by John MacGregor. Chadd Frank led the board in prayer; the Waukesha Catholic Mission Statement was recited.
- II. Minutes were approved from the May 17, 2016 meeting with the following changes: Change 'approved' to 'recommend' in the following: IV.B – Since the funds were available in the Technology budget and the finance Committee recommended the spending, the Executive Committee voted on May 10 to approve the expenditure.
- III. Visitors: Mark Hickok, Athletic Board Member
- IV. **Old Business**
  - A. The proposed changes to the Athletic Association By-Laws have undergone a few more changes:
    - a. Add at 3.c) A vote equal to or greater than the majority of the board is required to remove any board member from office.
    - b. Add after 4.d) A vote equal to or greater than the majority of the board is required to recommend any changes to these by-laws, or approval by the Waukesha Catholic School System Board of Directors.
    - c. Additionally, add this verbiage: Members may serve up to three consecutive terms (6 years). Members may be eligible to serve future terms after a one year absence from the board.A motion was made to approve the Athletic Board By-Laws with these three changes, seconded, and all approved. Thank you to Chadd Frank for his input on the By-laws.
  - B. Changes to the Waukesha Catholic's By-laws are still under review. Lisa Kovaleski will meet with Kathleen Cepelka on June 30 to continue this process.
  - C. New personnel have been hired, for grade 3 - Jennifer Berens, Grade 8 – Kathy Alcorta, Marketing & Recruitment – Meghan Gorzalski.
- V. **New Business**
  - A. Board membership for next year – The term for Kelly Horan and John MacGregor will expire on 6/2017. The term for Mike Bartels will expire on 6/2018.
  - B. At this time, terms are expiring for Chadd Frank and Geovanna Salazar. Thank you for your service to Waukesha Catholic. Additionally, this is Kristin Wroblewski's last meeting, thank you for your service.
  - C. Representation for the school board is needed from St. Joseph and St. Mary Parishes.
  - D. Elections for the Board President & Vice-President
    - a. Mike Bartels was nominated for president for the 2016-17 school year, the nomination was accepted, no other nominations were made, seconded, and all approved.

- b. Kelly Horan was nominated for vice president for the 2016-17 school year, the nomination was accepted, no other nominations were made, seconded, and all approved.
- E. Governance Update – The Governance committee needs to be updated as part of the Waukesha Catholic By-Laws review. Changes were suggested and will be approved when the By-Law changes are finalized.
- F. Strategic Planning – At the next meeting on July 11 a draft document will be reviewed. Marketing plans will be developed with guidelines and suggestions from the benchmark evaluations. It is the planning committee’s intent to have the mission and vision statement revision completed by Catholic Schools Week, January 2017. This committee would like to identify a consultant, such as Maureen Gallagher, to guide this process.
- G. Facilities – A review of all our current facilities is underway to consider consolidation our school into one building. Chris Beres is chairing this committee with a group of individual who work in the industry. Joe Schmidt who works for CG Schmidt will do a walk through next week and give a proposal.
- H. Board dates for 2016-17 were reviewed. (see attachment)
  - a. Two open Choice dates are needed (before the meeting) and a translator needs to be available.
- I. A motion was made that the two existing executive signers (Chadd Frank and John MacGregor) continue to sign checks until the earlier of August 31, 2016 or whenever the signature card is updated with the two new signers, seconded, and all approved.

**VI. System Reports –**

- A. Principal – Nothing in addition to the submitted report and above discussions.
- B. Recruitment & Marketing – Kristin reported that our enrollment is currently at 484. A poll was taken to determine where new families have heard about Waukesha Catholic (results: 8 received information from the parish, 3 were involved with the system already-alum, etc., 9 were referrals from other parents, 3 other, 3 no answer).

**VII. Committee Reports –**

- A. Finance – April and May minutes were approved.
- B. Athletics – Board membership seats are still open and they are looking to fill these spots.
- C. Home & School – H&S wants to change grandparent’s day but there are logistics to consider that are not feasible and eliminating one campus’ participation is not desirable. The school cannot charge parents if a minimum number of required volunteer hours are not met. However, a suggested number of volunteer hours will be included in the handbook.

**VIII. Parish Reports –**

- A. St. John Neumann’s festival was June 3, 4, and 5 and it went very well.
- B. St. Mary Parish festival is June 24, 25, and 26.
- C. The all staff meeting was a couple weeks ago and the application deadline is August 5. The priests will meet with the Archbishop in the fall and are hopeful he will name the new appointed pastor (for June 2017) so that changes and planning may continue. Fr. Howard Haase has been appointed the Dean of the Waukesha East area.

- IX.** The next meeting will be Tuesday, August 16, 2016. The meeting adjourned at 8:50 p.m. with a prayer.