

# Waukesha Catholic Board of Directors

May 20, 2014



Attendance: Mike Bartels, Patrick Carey, Joseph Heinecke, Fr. Bill Key, Lisa Kovaleski, John MacGregor, Nancy Nadolny, Geovanna Salazar, Paul Seifert, Lori Suarez, Joseph Vitale, Kristin Wroblewski, Maria Zagorski

Excused Absent: Chadd Frank, Dennis Kruck

- I. The meeting was called to order at 7:04 p.m. by John MacGregor. Joseph Vitale led the board in prayer; the Waukesha Catholic Mission Statement was recited.
- II. Minutes were approved from the April 22, 2014 meeting.
- III. **Old Business**
  - a. School Choice – After further discussions with the School Choice of Wisconsin, our school would fall under the February 1 deadline for submitting paper work for the School Choice Program. A brand new school would be required to apply by August 1<sup>st</sup>. Planning will take place this summer to prepare for Town Hall meetings in the fall. These meetings will provide information to all our families and allow them to ask questions. Administration, priests and the Board will then make the decision on how to proceed.
  - b. Strategic Update – The Planning Committee met with Tom Kiley from Marquette University's Institute for Catholic Leadership. He presented a process that Waukesha Catholic could use for developing a strategic plan. The procedure will start with the survey of current parents, staff and students. This will be sent out soon to get current, relevant feedback and identify areas where improvements are needed. The planning will be completed by the end of the 2014-15 school year with possible a Town Hall meeting for presentation.
- IV. **New Business**
  - a. Board Positions for 2014-15 school year –
    - i. St. Mary Parish, no discernment, no changes in assignments
    - ii. St. William Parish, no changes in assignments
    - iii. St. John Neumann, Maria Zagorski is completing her term, one new person is needed.
    - iv. St. Joseph Parish, undetermined
  - b. A board self-evaluation was passed out for all board members to complete. John MacGregor will collect the information.
- V. **System Reports** – Reports were sent to Board members prior to the meeting.
  - a. **Principal Report** – The year is winding down. Teachers will be working on planning for next year.
    1. The Walk-A-Thon raised \$10,000 for Technology.
    2. St. Mary Parish is accepting grant applications for their endowment fund. This is for St. Mary's ministries to apply. The application has to benefit the church community. Waukesha Catholic is working on an application.

- b. **Development** – An Auction Associate will be hired for next year. Someone will work with Nancy on the auction to reduce her workload. Nancy will work 4 days a week in the summer and take a 10% reduction in her time and salary to cover this position.
- c. **Financial** – It was suggested that another person outside the system review or sign for checks such as a parish trustee or a board member.
  - 1. Medical Insurance for next year was budgeted at a 12% increase. It actually came in at a 1% decrease. Dental was a 6% increase, this was budgeted at an 8% increase.
  - 2. A RFP (request for proposal) has been completed for a new financial investor. It now needs to be distributed.
  - 3. Athletics and Home & School will be reported in our books but they still maintain their own checkbooks.
- d. **Recruitment & Marketing-** Adjusted numbers to the report –K4 has 40 students and the two classes are full.
  - 1. An exit survey was sent out last week. Next month the results of this survey will be presented.
  - 2. The current enrollment for next year is at 547 students. The budgeted number was 542.

- VI. Committee Reports** – Reports were sent to the Board members prior to the meeting.
  - a. Personnel Committee – This has been an ad hoc committee but will be reconvening in the fall to update job descriptions and the handbooks.

- VII. Parish Reports** –
  - a. St. Mary – Passed the budget at the last meeting. The security situation is being assessed.
  - b. St. John Neumann – The SJN Festival is May 30, 31 and June 1.
  - c. St. William – Peter Patrick Kimani, was ordained to the priesthood on May 17, 2014. Fr. Kevin Barnekow’s last Mass at St. William and his reception will be June 14 and 15. His new assignment will be at St. Alphonsus in Greendale. Fr. Kevin will also be teaching part time at the seminary. The new Associate Pastor at St. William and SJN will be Fr. Jose Mario Nieto as of June 17.
  - d. St. Joseph – The Spanish Mass will be Sunday at 6:00 p.m. Parish Council members will be the same for next year. A men’s retreat will be held on June 13<sup>th</sup>.

- VIII.** The next meeting will be Tuesday, June 17, 2014 at 7:00 p.m. in the St. Mary Parish, Weber Room. The meeting adjourned at 8:00 p.m.