

Waukesha Catholic Board of Directors



November 28, 2018

Attendance: Dennis Arquette, Brian Brejcha, Dan Domach, Meghan Gorzalski, Joseph Heinecke, Mark Joerres, Lisa Kovaleski, Nancy Nadolny, Mark Panlener, Roberta Schneider, Ken Walter, Fr. Churck Wrobel

Absent Excused: Agustin Arreola, Rachel Dobrauc, Jordan Last,

I. The meeting was called to order at 6:03 p.m. by Mark Panlener. Ken Walter led the board in prayer; the Waukesha Catholic Mission Statement was recited.

II. Minutes were approved from the October 24, 2018 meeting.

III. Old Business

A. Finance Committee's report on the Audit for School Choice Program - Chad O'Brien from the Finance Committee could not be here tonight. Mark Panlener gave a review in Chad's absence. For the year ending June 2018, we had a positive balance of approximately \$400,000. The budget was designed to breakeven, this balance was due to the two very large bequests. Our investments also had a very good year. Sixty percent of our investments are tied to the stock market and they performed very well last year.

a. Last year, teachers received a 3% pay increase. Archdiocese policy states that we should be at 80% of the public school teacher's salaries but this hasn't been a possibility for Waukesha Catholic. We need to keep competitive, particularly in light of the teacher shortage, as it is more of a challenge to hire good teachers.

b. Positive – The move to Anick & Associate has been going well. The communications with Nate have gone well. He attends the finance meetings. This separation of duties protects Waukesha Catholic from unauthorized spending.

c. One item on the Audit was a significant deficiency (last year we had three significant deficiencies). A material deficiency is a more severe finding. This item has been corrected with the submission of a corrected report. It was a clean audit with no concerns and no problems.

IV. New Business

A. Handbook update – A draft of the changes to The Personnel Handbook were distributed to the Board members to review. The number of days-off were changed to hours. There are several different classifications of employees and they are each delineated. Brian Brejcha suggested changing the discrimination description to match the Archdiocese policy wording. Revisions will be made and sent to the Board members for approval.

B. The current Wisconsin Parental Choice Program four-year plan that Waukesha Catholic created in 2015-16, ends this year. A new plan needs to be created going forward. The plan needs to be in place in order to complete the DPI report deadline of

January 10. We have not had any behavior problems with WPCP students. Waukesha Catholic has added support staff to assist ELL students. The differentiation for the ELL students benefits the whole class, regardless of their range of abilities. After Board discussion, it was decided that Lisa Kovalski would draft a two-year plan and send it to the Board members for approval.

- C. Athletic Handbook – The annual review of the Athletic handbook needs board approval. Most of the changes were from Archdiocese policy changes. Dan Domach suggested a few revisions. A motion was made to approve the handbook with these changes, seconded, and all approved.

V. System Reports

- A. Principal Report –No additions to the written report
- B. Development – The Crossings Newsletter has been distributed. The Annual Appeal will go out next week.
- C. Admissions & Marketing – Friday is the kindergarten Open House. There are 13 RSVP but usually more families will show up. The new logo design is getting close to completion. There is a new student that started this week in 6th grade. A new student starts Monday and two new students are coming in January.

VI. Committee Reports

- A. Finance – The financials were included in the board packet. Waukesha Catholic has a spectacular Finance Committee that works through all the details and asks questions.
 - a. Subsidy Committee – The parishes are under going a financial audit. They want to reduce the subsidy to the school next year by \$160,000, for one year. Because contributions are down the money isn't available at the parishes. For the past three years, subsidies have stayed the same with no increases.
- B. Admissions & Marketing – no update
- C. Athletics – The Seton Volleyball Tournament was a success and this committee did a great job on the tournament. No final numbers are available at this time. Basketball has started. The first games of the season will be this weekend.
- D. Technology – This Committee meets next week. Dean Chyla is the Committee Chair. Three new parents will join the committee. They will revise the Technology Plan and schedule upgrades for the 2019-20 year.
- E. Mission & Catholic Identity – Three people are interested in the committee. Two members from the faith formation and Fr. Charles Wrobel will be involved.

VII. Parish & Pastoral Council

- A. The parishes are continuing to communicate to the parishioners in the bulletin. There will be listening session after Easter, after staff changes have been completed. The Council is meeting with the priest placement board to replace Fr. Howard. Parishioners at St. William Parish have wanted the Weakland Room renamed. It will be changed to Transformation Place.

- VIII.** The next meeting will be Wednesday, January 16, 2018 at 6:00 p.m. The meeting adjourned at 8:04 p.m. with a prayer.