

WAUKESHA CATHOLIC **BOARD OF DIRECTORS**

Remote Meeting
November 18, 2020

Remote Attendance: Brian Brejcha, Lisa Dietz, Rachel Dobrauc, Meghan Gorzalski, Joe Heinecke, Lisa Kovaleski, Mary Kuemmel, Mark Panlener, Roberta Schneider, Angelia Vogt, Ken Walter, Fr. Chuck Wrobel

Minutes: Sherry Marino

Absent Excused: Jordan Last

- A. Mark called the meeting to order at 6:04 p.m. Mary led the board in prayer; the Waukesha Catholic Mission statement was recited.
- B. Minutes approved from the October 28. Mary made the motion, Ken seconded, all in favor - motion carries.
- C. **Parent/Parishioner Comments/Concerns**
 - a. This was a School Choice planned parent meeting. Mr. Kuenzi attended from 5:30 p.m. to 6:00 p.m.
- D. **Executive Board Decisions**
 - a. Did not approve Roberta or Rachel as at large members from the last meeting in October. Roberta accepted. Brian made the motion to have Roberta on the board as an at large member. Ken seconded the motion. All in favor – motion carries.
 - b. Rachel accepted the position on the School Board as an at large member. Ken made the motion for Rachel to remain in the position of at large member on the School Board. Roberta seconded the motion. All in favor – motion carries.
 - c. Ken temporarily staying on as Treasurer for one more year. Will discuss at the end of the school year, June meeting. Brian made the motion with an exception under 3.01 of by laws for Ken to remain as Treasurer until the annual meeting in June 2021. Roberta seconded the motion. All in favor – motion carries.
- E. **Budget Item – Lisa**
 - a. School Safety Plan – we need to submit to the Department of Justice our safety plan. We have had this plan in place for several years. One change in the plan from “I love you guys” to change the wording to “lockout” to “secure”. Brian made the motion to approve the safety plan as presented version 5. Mary seconded the motion. All in favor – motion carries.
 - b. Revised the budget based on where we were at in September. The Finance Committee approved the revised budget. We are at 30% of budget, which should be 33% operating revenues where they need to be. Expenses are down and should balance by the end of the year. True enrollment numbers and true choice numbers for budget and the loan debt incurred. Roberta made the motion to approve the budget from fall audit. Brian seconded the motion. All in favor – motion carries.
- F. **New Business - Lisa**
 - a. **Tuition Policies** – Brian and Lisa spoke about a reimbursement policy added to the tuition agreement. If a student attends even one day into the trimester, the family will have to pay for the full trimester. They are looking to uphold this policy in the 2021-2022 school year. The Finance Committee would like to be involved in this decision.

This is the practice we can use for this year, but the start of the new school year we will institute a new policy.

G. System Reports -

1. Principals Report – Lisa

a. Nothing else to add to the Principal's report.

2. Development Report – Lisa Dietz

a. Tracking on Now and Forever fund which is a little bit ahead.

b. We have the anonymous 50K donation for Chromebooks.

c. Mailing annual Thanksgiving eve interviews with a link for donations.

d. Annual fall year-end mailing will deliver to 11K households. Last year we generated 30-35K.

e. Team of 10-12 parents helping with the virtual auction. They are securing auction items.

3. Admissions and Marketing Report - Meghan

a. Hosting a virtual K5 Open House. Sent out emails to parishioners with children ages 3-5. Placed ads on social media. We have three or four prospective families registered as well as current families. Working on filming, editing video with Nick Bailey. We will have two translators at the Open House.

b. All the copy for the new website is in a document. Have shared copy with copywriter. Meghan and copywriter to work on all copy. There is an opportunity for athletics to advertise and provide information.

4. Finance – Lisa

a. Auditor came to summarize the fall audit for us. This was a clean audit.

b. Received PPP school loan last school year, this is reflected in the audit. Received the money last year and this may look like a high year, but we will be using the money this year.

5. Marketing - Meghan

a. Committee met last night 10/17.

b. We would like to have gifts for the attendees of the Open House, maybe a religious book.

c. Families that took a break because of COVID. We would like to send them a gift.

6. Technology – Lisa

a. Committee has not met. Received 50K for Chromebooks and 5 carts. We have received them and getting setup before we give them to the students. We also purchased ten new walkie-talkies.

7. Catholic Identity

a. Have not met.

8. Athletics – Joe

a. Last board meeting was before decision to cancel basketball. Starting to plan for a track season if there is one.

b. We cannot use the facilities we used last year. We may have limitations and to hold our meets.

c. Booster club trying to raise funds with spirit wear.

9. Home and School - Angelia

a. Discussed dine out night because the Papa Murphy night went well.

b. Going to make a class item (premade tie blankets and a gift basket) for the virtual auction.

- c. Playground equipment – final decision on the teeter-totter. We would have installation in the spring, but in the meantime getting smaller items. Painting games on the blacktop.

10. Pastoral Council - Mary

- a. Mary had to leave for another meeting.

Next meeting - Wednesday, December 16, 2020

Ending prayer - Mark

Meeting adjourned at 7:22 p.m.