

WAUKESHA CATHOLIC **BOARD OF DIRECTORS**

Remote Meeting
September 23, 2020

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

Minutes: Sherry Marino

Absent Excused: Rachel Dobrauc, Joe Heinecke

- A. Lisa Kovaleski – Lisa Kovaleski called the meeting to order at 6:09 p.m. Fr. Chuck Wrobel led the board in prayer; the Waukesha Catholic Mission statement was recited.
- B. Minutes were approved from the August 2 email vote on withdrawal of funds from CCF.
- C. Minutes approved from the August 4 virtual meeting, with Ken making the motion, Jordan seconded, and motion carries.
- D. Minutes approved with changes from the August 26 virtual meeting with Ken making the motion, Jordan with corrections seconded, and motion carries.
- E. Parent/Parishioner Comments/Concerns
 - a. None. There were no parents in attendance.
 - b. School Board will post their meetings in Campus Connection for parents who would like to join and we can send them the link.
- F. **Old Business – Lisa**
 - a. Small to do's left on the construction of the two campuses. Doors, paint, and minor issues. Hopefully, this will get finished within the next couple weeks and things can be finalized.
- G. **Executive Election – Mark**
 - a. Executive Committee would have been in June. The At Large is next month; this would have been in August.
 - b. For President, Ken nominated Jordan Last, Jordan accepted the nomination, Roberta seconded, and the motion carries.
 - c. Vice President, Brian nominated Mark. Mark accepted, Ken seconded, and the motion carries.
 - d. Secretary, Roberta nominated Brian. Brian accepted, Jordan seconded, and the motion carries.
 - e. Treasurer, Brian moves to allow Ken to remain Treasurer for two months until we can find a new Treasurer. Will re-visit and place on the November agenda. Ken accepted, Roberta seconded, and the motion carries.
- H. **Budget Updates – Lisa**
 - a. Finance meeting on Monday; did some revisions to the budget, but not finalized yet. They would like to meet with the auditor for budget revisions. Although no draft budget yet, we have a deficit budget this year, but unable to predict income because not sure what events we will be able to hold.
 - b. Waiting for the auditor's draft report for which year the PPP money can be applied.
 - c. Lisa and Brian did not have a chance to talk about drafting tuition reimbursement policy, will try to meet before next meeting.

I. System Reports -

1. Principals Report – Lisa

- a. The re-opening of the school has gone as well as expected. The teaching staff is overwhelmed. In person and virtual teaching is stressful. Lisa spent about 20 minutes with each teacher as a check-in and the biggest issue is time. A lot is falling on teachers and TA's that volunteers used to do.
- b. Distancing has been the biggest issue with the students and even teachers have to be more aware. Our teachers and students have been amazing. Area schools are starting to get COVID cases. We do not have any cases yet. One of the biggest challenges will be getting substitute teachers if needed.
- c. Ken asked if School Board could do something for the teachers. Angelia said Home and School sent flowers to each campus with a card. Home and School is thinking about doing more for the teachers. Jordan will gather ideas and send them to the board.
- d. 7 students who started out virtual have returned in-person. Almost every classroom has one or more virtual students.

2. Development Report – Lisa Dietz

- a. Lisa made a new development form and walked everyone through. Looking at last year's goals, where were we last year to date?
- b. Lisa had a mailing to 300 people for HVAC unit purifiers. They needed to raise \$33K, received \$61K, and another 650.00 in the mail today. An additional family verbally committed over \$49K, which money may be used for additional Chromebooks.
- c. Created fall issue of "Crossing" that is hitting the mail tomorrow to 10,600 homes. This should generate enough money to pay for itself.
- d. CMH Trick or Treat for Track. Handing out candy to kids. Masks and gloves are required. There can only be a certain amount of people handing out candy and families together spaced out from other families.

3. Admissions and Marketing Report - Meghan

- a. Welcomed 24 new families. Madrina's parents called and reached out to them.
- b. Meghan is looking at many different web designers. Lisa spoke about Square Space. They host sites and you can design yourself or have a designer create them. The price point is a factor. We received a grant of 10K for a new website. This amount of money should create a nice website. Can we do online registration and online streamline data?

4. Finance – Lisa and Ken

- a. The Finance minutes were part of the School Board packet.
- b. Paid our portion of the construction from CCF and we are starting to use the loan. Lisa working with Duffek Construction to get real numbers for the project. We should be on target.

5. Marketing - Meghan

- a. Met on the 15th. Talked about feedback phone calls from new families.
- b. Kindergarten Open House – how are we handling this? Videos are something we need to get into. Invest in some 360 tripods that would be valuable to show our school classrooms to families and prospective families. We are still getting many inquiries about WCS. We cannot give tours at this time. Virtual tours only. Maybe students interview teachers and make that part of our video for Open House. Make a new school video?

6. Technology – Joe (Lisa)

- a. Have not met.

7. Catholic Identity

- a. Have not met.

8. Athletics – Joe (Lisa)

- a. Volleyball season cancelled. The Archdiocese is in process of determining what to do regarding basketball season. We have updated some of the locker rooms. Painting and removing some lockers.

9. Home and School - Angelia

- a. There was a short introductory meeting. What are some things we can do for the teachers?
- b. Looking into more fundraising. We have raised money for new playground equipment. St. William has received more equipment and they are looking to provide more equipment for SMC.

10. Pastoral Council - Mary

- a. One-week from tonight we are going to choose four new council members for the upcoming years. Last council meeting was looking at all information from common meeting night and move forward.
- b. Many good comments about what is going on with the four parishes. There is a rebound campaign in CC of Waukesha.

Next meeting changed to - Wednesday, October 28, 2020

Mark led with closing prayer

Meeting adjourned at 7:24 p.m.