

Waukesha Catholic Board of Directors



January 16, 2018

Attendance: Dennis Arquette, Mike Bartels, Brian Brejcha, Patrick Carey, Josh Demeter, Meghan Gorzalski, Fr. Howard Haase, Joseph Heinecke, Lisa Kovaleski, Nancy Nadolny, Mark Panlener, Roberta Schneider, Lori Suarez,

Excused Absence: Ken Walter

- I. The meeting was called to order at 6:07 p.m. by Mike Bartels. Roberta Schneider led the board in prayer; the Waukesha Catholic Mission Statement was recited.
- II. Minutes were approved from the November 28, 2017 meeting with Admissions & Marketing change.
- III. **Old Business**
 - A. Facilities – A needs assessment will be conducted with conversations involving the parish ministries, in order to determine what the programming and facility needs are at the parishes, in addition to the school needs. An RFP will be needed for the facilities study. Discussions are also involving Catholic Memorial High School to see how our system can collaborate with the high school.
 - B. Wisconsin Parental Choice Program (WPCP)
 - a. The established formula was reviewed in order to determine the number of WPCP open seats for the 2018-19 school year. We currently have 62 WPCP students. It was determined that next year we will open 30 seats. Lisa will determine the placement for these seats in grades K4-5th.
 - b. This is the last year of the current WPCP plan for Waukesha Catholic. A new plan needs to be formulated for the following school year 2019-20.
 - C. By-Laws
 - a. There are no changes to Article 1.
 - b. Article 2 changes were reviewed:
 - i. The endowment name should match the 'endowment' document 2.02(1)(f).
 - ii. A suggestion to add a Code of Ethics for each board member to sign yearly 2.02(2)(b).
 - iii. A suggestion to add, a Conflict of Interest policy for board members, to the By-laws 2.02(2)(b).
 - iv. A Grievance Policy does exist in the personnel handbook but a whistleblower policy should be added 2.02(2)(e).
 - v. Special Meeting notifications for stakeholders 2.03(3) and Order of Business were also reviewed 2.03(6).
 - D. Accreditation

- a. This leadership committee has a meeting at the Archdiocese on Thursday, January 18.

IV. New Business

- A. Member Recruitment – A review of the board input from the November meeting will be discussed at the February meeting
 - a. Board members are asked to submit suggestions for new board members, by April.
 - b. At the June meeting, a vote will be held for the new members. The goal is to add three members.
- B. Subsidy Formula – James Stuart from the Finance Committee was on the Ad Hoc Committee to formulate a subsidy policy. The cash subsidy payment for 2018-2019 (one year only) will be at the current level, subject to change. The new formula will be based on the 2017 calendar year collections. If the collections drop, the subsidy will decrease. If collections increase, the subsidy will increase. This formula will be revised in one year.
 - a. A motion was made to accept the Subsidy Policy, seconded, and all approved.
- C. A recommendation for a technology purchase was made by Patty Callaway. The Board will table this item until there is an approval or a recommendation by the Finance Committee.
- D. Tuition for the 2018-19 School Year – After the Finance Committee reviewed the preliminary budget, they recommended a two percent increase in tuition. After discussion, a motion was made to approve the two percent tuition increase for the 2018-19 school year, seconded, and all approved.

V. System Reports

- A. Principal Report – Nothing in addition to the report.
- B. Development – Conversations with donors are positive but they are unsure about the new tax implications. The auction will be held on February 10. Each parish will have their own table at the auction, as in the past.
- C. Recruitment & Marketing – There are lots of families showing interest in sending their children to Waukesha Catholic. An Open Houses will be held at St. Mary Campus and at St. William Campus at the end of January. Everyone is encouraged to share the Facebook link for Waukesha Catholic.

VI. Committee Reports

- A. Finance – The preliminary budget had a positive bottom line. The six month receipts for Catholic Community Foundation fund were up approximately \$136,000. CCF will meet with the Finance Committee in February.
- B. Athletics – There will be a change in venue for the fall track meet. This will move from South High School to Carroll University. A benefactor has donated \$5,000 to athletics. This money will be used to fund planned capital improvement projects.

VII. Parish & Pastoral Council Updates

- A. SJN will hold a spaghetti dinner on January 28.
- B. Lenten planning is being coordinated between the parishes and Waukesha Catholic.
- C. Catholic Schools Week is coming up. There will be a larger representation at all the parishes.
- D. St. Joseph's dinner/auction will be held in the spring.
- E. St. Joseph's celebration of Our Lady of Guadalupe was a tremendous success. This feast and other Christmas celebrations are a way we can support the St. Joseph community.
- F. Waukesha Catholic is encouraged to continue to develop creative ways to keep their name in the parishes and be part of this community with participation in festivals, etc.

G. Lots of things are going well at the parishes. There is a continued effort to improve communications.

H. Waukesha Catholic is encouraged to participate in the 3-day event, "Amazing Parish Conference" at the Wisconsin Center, in August 2018. The Archdiocese has received a grant to hold this national program with over 2,000 parishes expected to attend.

VIII. The next meeting will be Tuesday, February 20, 2018 at 6:00 p.m. The meeting adjourned at 7:45 p.m. with a prayer.