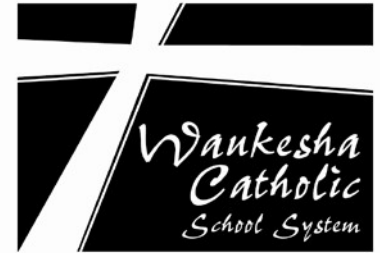


Waukesha Catholic Board of Directors



April 17, 2018

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

Guests: Fr. Charles Wrobel, Meghan Gorzalski

- I. The meeting was called to order at 6:02 p.m. by Mike Bartels. Ken Walter led the board in prayer; the Waukesha Catholic Mission Statement was recited.
- II. Minutes were approved from the March 20, 2018 meeting.
- III. **Old Business**
 - A. Facilities – The Facilities Committee will meet next week. No new developments since the last report.
 - B. Member Recruitment – Board members are asked to submit suggestions to Mike Bartels, for new board members, by the end of this week. Individuals with experience in Human Resources, Marketing, Finance, and Education are encouraged. The persons do not have to be parish or school families.
 - C. Policies for Review – These new policies are being introduced in follow up to their reference during the By-laws review. Each board member will sign them annually. Some of these policies will also apply to the employees of Waukesha Catholic.
 - a. Code of Ethics Policy
 - b. Whistleblower Protection Policy
 - c. Conflict of Interest Policy
 - d. Conflict of Interest Policy Disclosure Form for Board MembersThe board is asked to review these policies and send any other changes to Mike Bartels.
 - D. School Choice – Currently there are 62 WPCP students attending Waukesha Catholic. Thirty-one seats have been opened up across K4-5th grade for new students in 2018-19. The recruitment efforts have been effective, 45 students have applied. However, the open seats are not aligned with the appropriate grades for these 45 students, primarily in the lower grades.
 - a. A motion was made to change the policy to allow for more seats in K4 and K5 (redistributing the 31 open seats), seconded, and all approved.
 - E. Committee Responsibility Updates
 - a. Committee leaders are asked to review their committee description in the By-Laws and report any needed changes.
- IV. **New Business**
 - A. Budget – The Finance Committee met last night and has approved the budget for the 2018-19 school year. The Board is asked to review the budget for approval in May.

- a. The budget reflects a net income of \$3,795. Staffing changes and the new business assistant hire will affect the budget, as well as any insurance changes over the 10% budgeted.
- b. Our new accounting firm Anick & Associates came to speak to the Finance Committee. They are changing the chart of accounts. When our budget is final, they will move our budget into the new chart of accounts. The numbers may look different next year because of this change in accounts.

V. System Reports

- A. Principal Report – No additions to the submitted report.
- B. Development – All board members are invited to the Now and Forever.
- C. Recruitment & Marketing – The enrollment numbers in the report are for the current year. Projected numbers for 2018-19 are not reported. As of now the enrollment numbers are below the targeted number but tours are still on going.

VI. Committee Reports

- A. Athletics – Track season started last week.
 - a. New track uniforms were just approved and will be purchased with donated funds.
 - b. These funds will also be used for gymnasium updates.
 - c. Athletics will be turning their checkbook over to the accounting firm, as of July 1. The accounting firm will also cut all the checks for Home & School Association.

VII. Parish & Pastoral Council Updates

- A. The Pastoral Council will meet later this week.
- B. Steve Banas has resigned. The parishes will be hiring a new position titled, Pastoral Coordinator. The musician at St. Joseph is also resigning. Fr. Howard met with the Bishop last week. Recommendations from the Archdiocese, based on interview of all the staff members, have been reviewed with the Pastoral Council.

- VIII.** The next meeting will be Tuesday, May 15, 2018 at 6:00 p.m. The meeting adjourned at 7:48 p.m. with a prayer.