



## **Waukesha Catholic Board of Directors Meeting Minutes**

Wednesday, March 27th, 2024 - 6:00 pm - St. William Campus

**Members Present:** Matthew Harris, Mary Ann Prager, Marisela Marchan, Elizabeth Brzeski, Nancy Knapp, Jill Larson, JoAnne Metoff, Angela Hendryx, Fr. Chuck Wrobel

**Members Absent:** Frank Franco, Joe Fricano, Nick Hudzinski

**Staff Present:** Lisa Kovalski, Joe Heinecke, Lidia Crivello, Meghan Gorzalski

Meeting Starts at 6:02

1. **Opening Prayer - Elizabeth Brzeski**

2. **Recitation of Waukesha Catholic Mission Statement**

3. **Parent/Parishioner Comments/Concerns**

- a. No concerns

4. **Old Business**

→ Approve January Meeting Minutes

- ◆ Marisela motions to approve the January meeting minutes as written. Jill seconds and all approve.

→ SNSP Intent to Participate

- ◆ We indicated that we intended to participate. The number of seats open are mentioned in Lisa's Principal's report for the board packet.
  - The seats that are open are to capture the students we already have. Therefore, we are only budgeting SNSP funds for 7 of these students because of School Choice overlap (School only receives SNSP funds for students who are not accepting a Choice voucher)
- ◆ We can transfer/open seats throughout the year
  - If a student starts attending/receives a service plan after the September count date the school will not receive the funds for the first half of the year. The student would be recognized at the January count and the school would receive funds for the second half of the year.
- ◆ Right now the administration plans on communicating with the families we already have about the SNSP program. Then, as we get students who



qualify we will have independent 1 on 1 conversations with each family about their options, including the SNSP program.

- ◆ The board asks if the SNSP students have to pay tuition?
  - If they are a Choice student they will not pay tuition. If they do not qualify for Choice they will still pay tuition.
- ◆ Lisa asks the board if the administration should send something in Campus Connection about our decision to partake in the SNSP program.
  - The board thinks administration should broadcast this to the school body so families are made aware.

→ Merger Discussion

- ◆ The announcement was supposed to be that the school and the parishes are joining together. However, the Archdiocese Financial office was not involved in the initial discussions because none of their members were present at the initial meeting. Because of this, the financial office put a halt to that announcement. The office wants to look at the schools financials to check that fiscally this would be the right move for the school. They will make a recommendation to the school by the end of April.
- ◆ Lisa has not heard any feedback from parents on the school side. She believes this is because communication has been ambiguous thus far.

## 5. New Business

→ Budget: Salary/Tuition Approval

- ◆ Lisa provides a draft budget in the board packet
  - We don't know enrollment numbers, Choice numbers, or SNSP numbers yet.
- ◆ We are budgeting for 441 students for the year (128 being Choice and 7 being SNSP)
- ◆ Included in the budget is a 3% tuition increase and a 3% salary increase (finance committee recommendation)
  - We are within 75%-85% of the 2022 salary scale of Waukesha School District teacher salaries
- ◆ We also budget for a 10% insurance increase in January
  - The first 6 months of the year are already determined because we renew insurance in the middle of the school year.
- ◆ Lisa asks for approval of the 3% tuition increase and the 3% salary increase for the 2024-25 school year.



- Mary Ann makes the motion to approve the 3% tuition increase for the 2024-25 school year, and the 3% salary increase for the 2024-25 school year. Angela seconds and all approve

## 6. System Reports

- Principal's Report - Lisa Kovaleski
  - K3 Full Day discussion
    - Lisa explains she is still working to offer a full day K3 option. This includes deciding a tuition amount, adding staff, etc. She is trying to find a good balance so we can be comparable to 3K programs around us.
- Breakfast program
  - The breakfast program will start April 15th - piloting to the end of the school year to see if this is something we would want to continue in future school years.
  - The program offers either a hot breakfast or a cold grab and go
    - With bussing at this time we can't offer the hot breakfast option yet. We can't get students here earlier, so we are doing the cold grab and go option.
  - It is being offered to everyone and will be just like hot lunch. If you qualify for free and reduced then you get it free or reduced, otherwise there is a fee.
  - How we actually roll this out will be dependent on how many students take part in this. It could be that students grab their breakfast in the cafeteria, or TAs may just grab the breakfasts and have them already in the classroom.
- Development Report - Lidia Sobierajski
  - Lidia is still looking out for some donation matches to come in for the auction.
  - She is currently busy grant writing and 52 club raffle
- Admissions & Marketing Report - Meghan Gorzalski
  - Nothing to add
- Business Managers Report
  - Nothing to add

## 7. Committee Reports

### Standing Committees

1. Finance
  - a. Representative from the Catholic Community Foundation came to their meeting to talk through our investments and we discussed the budget
2. Admissions & Marketing
  - a. Meeting in February. Getting our hallways up and running through the bulletin
  - b. Discussed getting ads into local magazines.
3. Technology



- a. No update
- 4. Mission & Catholic Identity
  - a. Have not met
- 5. Governance
  - a. No update
- 6. Development
  - a. The development committee did some awesome work getting donations for the auction

#### Affiliated Organizations

- 1. Athletics
  - a. Basketball season wrapped up on Sunday. Girls finished in fourth and boys finished second.
  - b. Track season started on Monday
  - c. 8th grade banquet planning is underway
- 2. Home & School
  - a. Middle School social coming up on April 12th
  - b. Then there is a Trivia night being hosted by Home & School the following weekend.

#### 8. Parish and Pastoral Council Updates

- a. Talked about merger - Fr. Matthew said there has been a good response to this. He has submitted a letter to the Archbishop to approve the merger. This should officially take place July 2025. They will have a merger committee to oversee the merger.
- b. New associate pastor to be named. We should know who this is sometime in April. Fr. Chuck will know where he is headed at the same time.
- c. Catechesis classes are under way and well attended.

9. **Next Meeting:** Wednesday, April 24th, 2024 at 6:00 pm - St. William Campus

10. **Closing Prayer - Fr. Chuck Wrobel**

**Meeting adjourned at 7:12**