

Saint Thomas the Apostle Board of Education Minutes from the Regular Meeting of the Board on Thursday, September 12, 2019

Board Packets submitted to members on: September 10, 2019.

CALENDAR ITEMS

Next Board Meeting: October 10.

Meeting Agenda

I. Opening Prayer- Suzi Furtwangler

II. Pastor's Report- Fr. Jim Chelich

- a. The year is off to a good start, new faculty members are doing well.
- b. Highlights of the work that is occurring now is integrating the foundation in to the parish, thanks to Kristy Irwin for all of her good work.
- c. Father Jim has won an award from MANS and will accept it and speak briefly at the conference for all non-public schools in October.

III. Partner Organization Reports

Finance Council President- Nancy Kennedy

- Nancy submitted a written report in the packet. Current campaign ask remains \$1.96M as a parish.

Education Foundation- Kristy Irwin

- Shifting from historic giving methods to 4% of the endowment given to use as the school chooses.
- Official integrated auxiliary of the church letter will come this week and the foundation is free to continue business as usual.
- Bi-laws will be rewritten, this year will be a lot of restructuring for the Foundation. Kristy will share more in October.
- Re-authoring the strategic plan will happen in 2019-2020.
- On the website there is new foundation content including having an updated alumni spotlight, go check it out. If you have alumni recommendations please send them to Betsy for consideration.

IV. Approval of Consent Agenda Items- Matt Maczka

The 8/16/19 minutes were motioned, seconded, and approved.

VI. Administrator's Report- Suzi Furtwangler

- Discussion on curriculum night, whether the open house style works or the middle school style. Suzi is looking at how curriculum night could be combined with Hello Hornet. The event was primarily attended by new parents. We should potentially consider making this event more structured and market it differently. Additional discussion on the timing and

how to balance many back to school activities as well as whether you need to have your curriculum night in the fall.

- Written report. The only add is that Betsy will be focusing on enrolling & sustaining members of the parish. Betsy will participate in the Auction planning though we are still seeking a chair for the auction.
- Question on *Theology of the Body* & where parents can go to learn more. There are book resources and podcasts. Suzi is going to ask Ruah Woods for information as well. Over the next several months Matt's made a request for providing additional information to parents of school children as well as members of the parish.
- Question on The Hornet's Nest capacity, it's full (based on licensing). Some dialog occurred as to how we might use of the space available to get started on child care. Good news is there are likely funds available to make this happen if space became available.

V. Board Deliberations- Matt Maczka/Suzi Furtwangler

- New Families: Betsy has a script and each volunteer will be called. Calls done by the end of September, voicemail is ok. First number listed is their home phone. Please document compliments & bring it back to the October board meeting. Please send complaints or any questions you can't answer to Erin Schmuker @ erin.schmuker@gmail.com.
- Volunteers: We had several folks sign up to assist at the school open house. Erin to reach out to Kristen and put her in touch w/ Betsy. Cathy will reach out to Rose.

VI. Board Committee Reports and Action Items

- a. **Marketing & Outreach Committee-** Betsy Edgerton
 - See written report. Good dialog about using IG & Twitter to direct to influencers.
 - Marketing strategy to exploit the good position we're in and the brand we've had including putting structure in place and optimizing where we can include documenting what we need.
 - Goal to integrate the parish and foundation in to our overall marketing efforts.
- b. **Mission Effectiveness-** Cathy Buehler
- c. **Curriculum Committee-** Veronica Perdue
- d. **Finance Committee-** Jason Balgavy
- Operating calendar will be available to the board next month.
 - e. **Policy & Planning Committee** - Christi Blum
 - f. **Building & Grounds Committee** –Josh Szymanski
 - g. **Technology Committee-** Chuck Rushmore
 - h. **Extra Curricular Committee-** Judi Koepnik

VII. Closing Prayer- Suzi Furtwangler

ATTENDANCE:

10 Voting Directors:

Chair, Matt Maczka: Present

Vice Chair, Committee on Directors chair: Erin Schmuker: Present

Secretary: Derek Damstra: Excused

Mission Effectiveness Committee chair, Cathy Buehler: Present

Extra-Curricular Committee chair, Judi Koepnick: Present

Curriculum Committee chair, Veronica Perdue: Present

Policy & Planning Committee chair, Christi Blum: Present

Finance and Fiscal Development Committee Chair: Jason Balgavy: Present

Building and Grounds Committee chair, Josh Szymanski: Excused

Technology Committee chair, Chuck Rushmore: Absent/ Excused

At Large Member, Bill Fetterhoff: Present

At Large Member, Jill Hulswit: Present

At Large Member, Michael Pavola: Present

Ex Officio Members and/or guests

Visitors: None

Principal, Suzi Furtwangler:

Pastor, Fr. Jim Chelich:

Marketing & Outreach chair, Betsy Edgerton

Parish Finance Council Chair, Nancy Kennedy

Education Foundation Pres., Kristi Irwin

Proposed Schedule of Topics for the 2019-2020 Year

August 16	- Retreat with Annual Goal Setting
September 12	- General Business
October 10	- General Business & Curriculum presentation
November X	- General Business & Extracurricular presentation
December X	- General Business & Policy & Planning
January X	- Visit from the Superintendent of Catholic Schools - Setting the tuition rate for the 2019-2020 school year
February X	- 2019-2020 Budget Discussions and General Business & Finance Presentation
March X	- 2019-2020 Budget Planning - General Business & Technology Presentation
April X	- 2019-2020 Budget Finalization
May x	- General Business & Facilities Planning Presentation & Board open house - Prospective Directors & Committee Members Informational Session - General Business & vote on next year's officers