

TCCES/SMC Board of Trustee's Meeting
January 20, 2010

Members Present: Sara Widener-Brightwell, Gary Elmer, Lori Lepper, Michelle Dejno, Marvin Daniels, Michael Sullivan, John Fuller, Howard Healy, Rob Michel, Sue Pawlowski, Peter Schmitz, Fr. Paul Radetski, Fr. Richard Allen, Beth Nemecek, Bob Andersen

Members Absent: Fr. Mike Ingold

Sara Widener-Brightwell called the meeting to order at 6:30 PM
Mike Sullivan led the opening prayer.

Approval of December Meeting Minutes/Agenda Approval

John Fuller made a motion to approve the minutes from the December meeting and the agenda for the January meeting, second by Lori Lepper. All voted to approve.

President's Report – Mike Sullivan

Mr. Sullivan began his presentation with a review of the three-year vision.

Our plan to approach enrollment growth from the bottom up has worked well for our system. The goal is build preschool enrollment and then retain the students as they move to kindergarten and higher grades. In five years, we have grown enrollment from 895 to 955. Currently the combined number of students in each grade at our three elementary schools averages 70. This is our target number, and our goal is to have 70 students in every grade, kindergarten through grade 12. This year's kindergarten class has 80 students, and SMC has a registered freshman class at around 85! There is a lot of excitement over the growing enrollment.

Our administrators and teachers have done a tremendous amount of work to make sure that our curriculum is aligned at each grade level. We are making a concerted effort to improve each year and to be consistent at all of our schools.

The updated website was launched this fall, and as a result more communication comes via e-mail and/or is web based. TCCES has utilized parent surveys for the last two years. The information compiled as a result of the surveys is extremely useful to principals, administrators, and teachers as they work to strengthen our schools and programs.

TCCES has spent a large amount of time writing a Catholic identity statement within the past year. Having a strong Catholic identity strengthens our schools and our system because it is the most important part of our educational mission.

Over the last several years our most difficult struggles have been in financial areas. We have been borrowing against ourselves by using a line of credit. Bringing ourselves out

of this situation and clearing the line of credit will drive many decisions in the updated strategic plan.

There are five areas that the updated strategic plan will need to address:

- Funding and finance
- Enrollment growth at SMC
- Balanced enrollment growth at the elementary level, particularly at St. Mary Elementary
- Technology integration
- Seton facility – Although the building is very structurally sound, it is an older building and we do need to determine a plan for the future.

Athletic Committee – Marvin Daniels

No report. The athletic committee will meet before the next TCCES board meeting and Marvin will have a report at that time.

Advancement Report – Beth Nemecek

The registration process has been streamlined. Registration paperwork was made available at the State of the Schools presentations. The remainders were mailed directly to homes. The registration packets included a response envelope addressed to Jennifer Miller.

An SMC alumni basketball game was held on January 2, along with alumni night at girls' basketball. Over 60 alumni participated in both events.

State of the Schools presentations were made at the three grade schools the week of January 11. More people attended than in the past, and the presentation was well received.

The Zephyr Connection was mailed in December. TCCES parent surveys were mailed to parents during Catholic Schools Week.

The Zephyrfest Key Club mailing has been sent and orders are coming in. As of the January board meeting, 248 of 600 Key Club tickets, or 41%, had been sold. Zephyrfest invitations were mailed the week of January 25. Raffle flyers will appear in all area church bulletins this month, and raffle tickets have been sent home with all students. The oral auction committee has met regularly and many packages are already complete.

The first annual fund mailing went out in December.

Governance Committee – Rob Michel

The Governance Committee is in the process of compiling the information for both the board and Mike Sullivan's reviews. This report must be completed prior to the Corporate Board Meeting scheduled for Friday, March 26.

Executive Committee – Sara Weidener-Brightwell

A copy of the Executive Committee report from November 12, 2009 was included with the meeting materials. The executive committee's agenda included four steps from November 2009 through March of 2010 to prepare for the Corporate Board Meeting.

Finance Committee – Howard Healy

Howard presented the TCCES summary of all units for the four months ending December 31, 2009 and the balance sheet for the same time frame. A discussion took place regarding the financial statements.

Old Business

SMC 1:1 Lap Top Initiative – Mike Sullivan

The 1:1 steering committee continues to meet on a regular basis. SMC has resumed sending teachers to St. Thomas More School in Milwaukee to observe how they have implemented 1:1 laptop into their curriculum. At this point in time, 142 donors have contributed to the Laptop Campaign. The TCCES business offices have advertised for a 3rd Computer Technology person and are processing resumes at this time.

New Business – Mike Sullivan

Strategic Plan

The current strategic plan will be updated and refocused prior to the Corporate Board Meeting in March. The plan will be more goal specific, will have 3-4 major goals and will contain 2-year timelines.

At 8:15 PM, Fr. Paul made a motion adjourn the meeting, second by Gary Elmer.. All present voted in favor to adjourn.

The next board meeting will be held on Wednesday, January 17th at 6:30 PM .