

TCCES/SMC Board of Trustee's Meeting
October 21, 2009

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

Members Absent: Jim Ransom, Fr. Mike Ingold

Guest Present: Sandy Ehlers

Sara Widener-Brightwell called the meeting to order at 6:30 PM
Fr. Paul Radetski led the opening prayer.

Approval of September Meeting Minutes/Agenda Approval

Marvin Daniels made a motion to approve the minutes from the September meeting and the agenda for the October meeting, second by Fr. Allen. All voted to approve.

President's Report – Mike Sullivan

Mike stated that he had asked each of the principals to provide an individual report to the board for the October meeting. The usual procedure is that the elementary schools provide a combined report for all three schools and the middle school and high schools provide individual reports. Mike wanted a report from each principal so the board members would know how things are going with testing, as well as 4 or 5 important things that are unique to each school.

An update on the Foundation/Endowment committee was also given. The next step is to form a steering committee, and sub-committees will be formed to develop requests for proposals. By January, the committee will interview groups for consulting, and planning will begin in February.

Jumbo Gumbo will be held on Saturday, November 14. Tickets went out to the schools the week of October 19th and tickets will be sent to TCCES families the early part of the week of 10-26-09.

The Annual Appeal will begin in early to mid November.

TCCES teachers will attend an inservice on Thursday, October 29th. The topic will be curriculum in our schools based upon a book that was assigned to all teachers for summer reading. During the summer of 2010, classes will be at held at SMC regarding faith integration into our K-12 curriculum.

The Advancement team is investigating opportunities for recruitment specific to St. Mary Elementary by gathering demographic information, interviews with Fr. Paul, SM

staff and Religious Education. They will initiate some new efforts that are specific to St. Mary Elementary.

SMC was hit hard by the flu during the week of 10-19-09 with approximately 25% absent on several days. A very difficult decision was made to forfeit the final football game on 10-22. It was decided that the health and safety of our students must be the number one priority.

The Advancement Team is working on an early enrollment incentive program for the incoming Freshman class. There has been significant interest in early enrollment, so the team would like to move forward by building on this enthusiasm to attend SMC.

Athletic Committee – Marvin Daniels

Marvin reported that the athletic committee reports will be compiled at the end of each sports season after surveys have been completed.

Advancement Report – Beth Nemecek

The redesigned TCCES website has gone live and has been well received. The Advancement Team continues to work with the schools' staff to make sure that the integrity of the site is maintained while providing all the needed information for our many audiences.

The design and writing of the annual report has begun. Distribution of the report will be done a bit differently this year to reduce mailing costs. In addition, the Advancement team will work with the design to reduce production costs and drive more readers to our website.

Peter McClone (class of 1998) spoke to SMC students before they left for their service morning activities on Friday of homecoming week.

Advancement hosted an alumni event at the homecoming game that was attended by 50 alumni. A reception for alumni and friends was held after the game. This was a new event and was very well received. There was an alumni soccer event on Saturday, 10/10 that was very well attended.

Eighth grade visit day was held at SMC on 10/1 and it was a great success. We had approximately 125 students in attendance. Students had the opportunity to use laptops in both the sign in and in the science breakout session. Much positive feedback from eighth grade day has been received from both students and parents.

The Zephyrfest committee planning sessions are scheduled for Oct. 20 for all volunteers and Nov. 9 for the Oral Auction.

Governance Committee – Rob Michel

The Governance Committee determined that the self review criteria (progress against goals) process and tool is sufficient and will be used for future evaluations.

The board members were given a copy of form/template that has been developed for the president's review. The president's review must be completed by mid February so that it may be available for the annual Diocesan meeting in March.

The next Governance committee is scheduled for October 27, 2009.

Finance Committee – Howard Healy

Howard presented the TCCES summary of all units for the three months ending September 30, 2009. No discussion was held at this time.

Old Business

SMC 1:1 Lap Top Initiative – Sandy Ehlers

Sandy is a member of the 1:1 Laptop committee. She informed the committee that the strategic plan is 80% completed and will be completed at their next meeting. Staff/parent/student training will be ongoing. With the SMC faculty using the laptops this school year, possible challenges can be identified before the students are given laptops. One such issue that has already been identified is the need to charge many computer batteries every school day. This will necessitate the need to install additional electrical outlets at SMC.

Marketing Plan – Michelle Dejno

Michelle reported that the marketing plan is complete and the plan is in the process of being implemented.

Strategic Plan – Sara Weidener-Brightwell

General updates to the strategic plan have been deferred until after the first of the year.

Motion

At 7:35 PM, a motion was made by Gary Elmer to move to executive session, second by Rob Michel. All present approved the motion.

At 8:35 PM, John Fuller made a motion to end the executive session, second by Howard Healy. All present voted in favor to end the executive session. At 8:36 a motion was made to adjourn the board meeting, second by Howard Healy. All voted in favor to adjourn.

The next board meeting will be held on Wednesday, November 18th at 6:30 PM .