

TCCES Board Meeting of 9-15-10

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

Members absent: Fr. Mike Ingold, Beth Nemecek

The meeting was called to order at 6:30 PM by Bob Andersen. Fr. Allen led the opening prayer.

Approval of August meeting minutes/agenda approval: A motion was made by Howard Healy to accept, second by Lori Lepper. Motion carried.

President's Report: Mike Sullivan

Enrollment – Mr. Sullivan reported that the enrollment number for all TCCES schools is 936 students. St. Margaret Mary is at 261, St. Mary at 117, St. Gabriel 176, Seton 154, and St. Mary Central 228. The enrollment & comparisons report was reviewed, and retention rates were discussed. The Advancement Dept. has reviewed data from the surveys received back from non-returning families. Many of the families that did not return to TCCES schools have moved out of the area.

School Reports

Homecoming week at SMC begins on Sunday, September 19th with a prayer service and pep rally. It will be a very busy week with many activities planned.

The 1:1 laptop program is going well at SMC. Eric Siems and Pat Hickey will present a technology update to the board at the November meeting. The upgrade to the computer network is in process. SMC is on schedule to launch the laptop program with the juniors and seniors during the second semester of the current school year.

MAP testing was done at Seton beginning on Sept. 13. Seton tests 4-blocks per day with 3 sections of 6th or 8th graders and one 1 section of 7th graders each, so no student tests 2 days in a row. The entire testing window is 10 days long to allow a break in the testing routine.

This year, for the first time, Seton split 8th grade STAR groups according to gender. This was done at the request of the 8th grade STAR teachers for a variety of reasons. When split with a mix of girls and boys, the boys are outnumbered almost two-to-one. Having one gender group lends itself to better discussion without the worry of having to impress the opposite sex.

The elementary schools had some significant upgrades in their technology areas. The upgrades ranged from data projectors in the classrooms to Smart Boards. Every staff member has been trained on their new device and everyone has established goals on how to implement their new equipment into their daily lessons.

The TCCES 5th graders under the direction of Mr. Arboleda prepared a service project that involved visiting the elderly at Parkview Nursing Home.

All schools have scheduled parent/teacher conferences for October.

TCCES students and staff will attend Bishop Ricken's Diocesan Mass at the Resch Center in Green Bay on Thursday, October 14. There will be very limited space for people other than the school students and staff.

The description of the TCCES Board of Trustees has been changed on the website to clarify the board's role as follows:

As the system and the Green Bay Diocese continue to grow and evolve, a new role for the board has emerged. In conjunction with a shift from emphasis on the day-to-day matters in the schools, the entity took a new name as of August 2009—the TCCES Board of Trustees. This board is composed of all of the pastors from the Neenah-Menasha parishes and members selected and appointed by the board's governance committee, with care taken to create a balance of representation from our parishes and various constituencies. The TCCES Board of Trustees reports to the Diocesan Corporate Board, the ultimate governing board, each year in March.

Mike also distributed the article *The Future of Catholic Schools* written by Archbishop Timothy Dolan that was published in the *National Catholic Weekly* on September 13, 2010.

Athletic Committee – Marvin Daniels

The Athletic Committee will have a meeting at the end of September.

Marvin reported that Fall sports are in full swing and the athletic fields are in good condition. The first annual Zephyr Sizzler Steak Fry was held on September 1st and was attended by 98 people. At the steak fry, Joe Van Zeeland presented SMC with a “mule” in Zephyr colors and logos to be used on the fields.

Marketing & Advancement – Michelle Dejno

Michelle reported that Ann Engelhard, Jeanne Lee, and Laura Guy having been working on developing fund, gift, and scholarship agreements that will be used for each major or endowed gift. They expect to have the packet completed by the end of September. These tools will be helpful as TCCES works to develop more scholarships and tuition assistance funds.

A Laptop donor appreciation reception will be held on Tuesday, October 19 from 5:30 to 7:00 PM. The reception will be held to showcase the laptop program and formally acknowledge the generosity of our donors.

The development committee is hard at work on structuring this year's annual fund campaign.

Jennifer Miller will be using Fall grade school nights and SMC homecoming to showcase SMC to younger students. Jennifer will spend more time at Seton and the elementary schools this year.

The *Jumbo Gumbo* committee has several new committee members this year and the group is very energized and are full of fresh ideas. Help with securing sponsorships would be very much appreciated as they will be crucial to growing this fundraising event.

In late August, SMC received a \$10,000.00 gift to establish the *Harold Roggenbauer Scholarship*. It is the donor's intent to continue to fund this scholarship each year with a \$10,000.00 donation.

Governance – Rob Michel

Rob handed out the TCCES Committee Members report for 2010-2011. This report lists all of the committees, committee chair and members. New board member Meg Brew has been appointed as the Special Events Liason.

Executive Committee – Bob Andersen

Bob reported that the annual fund campaign will be launched in late October or early November. The goal has been set at \$200K with 1,200 donors.

Bob also talked about the *Adopt a Student* proposal. The spirit of this program is "To be our own guardian angel". Mike Sullivan will take the proposal/concepts to Ann Engelhard as the committee agreed that she should be involved with this initiative.

The revised board goals were presented to the committee and the goals were reviewed.

Development Committee – Written Report

This new committee was developed to focus on securing funds and developing programs to grow the annual fund, increase available tuition assistance, lay the ground work for a program that will annually replace the Keller grant when it expires in 2 years and secure funds that can be used for debt reduction. The focus for the committee for this year is to work on growing the annual fund and provide the structure to implement the *Adopt a Student* program.

At the first committee meeting, the committee reviewed the sheet that contained annual fund figures for the past 5 years and also the giving information for the laptop program and the Riviere Tennis Center.

The committee will work to develop an annual fund case statement.

A motion was made by Howard Healy, second by Rob Michel to move forward with the *Adopt a Student* program. MC unanimously.

Finance Committee – Howard Healy

Howard presented the TCCES budget for 2010-2011 for review by the board. Howard emphasized that replacing the Keller money and increasing 3rd source funding must be a priority.

At 8:00 PM, Fr. Allen made a motion to adjourn, second by Gary Elmer. Motion carried.

The next board meeting will be held on Wednesday, October 20 at 6:30 PM.