

TCCES Board of Trustees Meeting – 01-19-11

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

Members Absent: Peter Schmitz, Sue Pawlowski, Fr. Mike Ingold

Guest: Pat Batey – SMC Principal

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

SMC Update - Pat Batey

Pat discussed the Curriculum Rigor Plan in place at SMC. Pat stated that SMC is a school that challenges our students and prepares them for college by offering the following:

CAPP Courses – University level courses that award dual credit for college and high school (.5 to 1.0 SMC credit; 3.0 to 5.0 UW-Oshkosh). SMC offers CAPP courses in English, Speech, Philosophy: Masterpieces and Philosophy: Pathways to Ethics, and Biology. The Biology course is a new offering for the 2010-11 school year.

AP Courses – Advanced Placement courses offer students the option to participate in an AP evaluation exam at the end of the course that could earn them college credits. SMC currently offers AP classes in Language and Composition, Literature and Composition, Calculus AB, Chemistry, U.S. Government and Politics, and Psychology.

Honors/Accelerated Courses – Honors courses offer students the opportunity to move at a faster pace and delve into concepts more in depth than regular courses covering the same basic content. Honors courses offered at SMC include Honors English 9, Honors Oral and Written Composition, Honors American Literature, Accelerated Geometry, and Anatomy and Physiology.

There are three students from 7th and 8th grade from Seton come to SMC this school year for an accelerated math class.

The Mandarin Chinese program will begin in the Fall of 2011. The language course, *Mandarin I*, will be offered to grades 9-12. SMC will also offer the course *Chinese Culture: Past, Present, and Future*. The TCCES Development Staff is researching other schools that offer Mandarin. Pat Batey and Mike Sullivan are in the process of working out a teaching contract with a young woman who is a native of China and has a degree in education and has taught English at the university level in China.

Technology and Business - Items proposed are Hardware, software, networking certification courses (Credit articulated through FVTC), Marketing (Credit articulated with FVTC), Incorporate the Zephyr Depot, reinstate Future Business Leaders of America, Accounting and Personal Finance (Credit articulated with FVTC).

One-to-One Laptop Program – All Freshmen received their laptops in the Fall of 2010. The Sophomores and Juniors received their laptops in January of 2011. Full implementation will occur in the Fall of 2011.

Teacher Professional Learning – AP training is ongoing. English, Math, and Science Department faculty attended seminars in November of 2010. Social Studies faculty are scheduled for week long training in June of 2011. Teachers from Seton and SMC attended *Aligned by Design* training on December 21 and 22, 2010 in the areas of English, Math, Science, and Social Studies. Additional faculty will attend *Aligned by Design* workshops during the Spring and Summer of 2011. SMC is continuing to work with the consultants *Educational Collaborators*. In the near future the group will return to see how technology integration is going at SMC. SMC will once again send a group of teachers to the *Lausanne Laptop Institute* in the Summer of 2011.

Approval of December Minutes – John Fuller made a motion, second by Michelle Dejno to approve the minutes from the December meeting. Motion carried.

President's Report - Mike Sullivan

Mike reminded everyone that the development of Mandarin program and the increased availability for staff development is due to restricted gifts that will be received over the next four years.

Early Registration for Transition Grades Update – As of today's date, 67 Kindergarten, 57 6th grade, and 51 Freshmen parents have taken advantage of early registration. TCCES needs to expand recruitment efforts outside of the system efforts, especially at the high school level. Priority registration packets were mailed the week of January 10th and priority registration will continue through February 4th. Registrations have coming in at a fairly steady pace.

Health Insurance – A copy of letter Mike Sullivan received from congressman Mike Ellis in response to a letter regarding TCCES concerns with the health insurance changes in Wisconsin was included in the board meeting materials. The Finance committee is in the process of looking at the implications these changes will make to our insurance rates. The plan designs and rates should be known by February 10th, so the board will discuss further at the February meeting.

State of the Schools Address - Mike will present the State of the Schools as follows:

- Monday, January 24, 2011, 6:30 to 7:30 p.m. in St. Gabriel School's Cafeteria
- Tuesday, January 25, 2011, 6:30 to 7:30 p.m. in St. Mary Elementary School's Gymnasium
- Thursday, January 27, 2011, 6:30 to 7:30 p.m. in St. Margaret Mary School's Gymnasium

In addition, Mike will give the State of the Schools presentation to TCCES employees on Friday, January 21st.

The advancement department will send a communication to all parents to encourage them to attend. All families who attend will be entered into a drawing to receive one of three tuition vouchers in the amount of \$500.00 each. Also, each family that attends will receive an out of dress code pass for each of their students.

Mike encouraged all board members to attend one of the school presentations.

Catholic Schools Week – The theme for Catholic Schools Week is *Catholic Schools...A+ for America*. Catholic Schools Week begins on Sunday, January 29th and will be celebrated at all TCCES parishes with TCCES student presence at all Masses. The all-school Mass will be held on Wednesday, February 2nd at St. Gabriel and will be co-celebrated by Fr. Allen and Fr. Ingold.

The end of the first semester is Friday, January 21st.

Advancement – Michelle Dejno

The facility assessment of St. Mary Elementary was done on January 11th. A formal report will follow. The next assessment will be done at St. Gabes, followed by St. Margaret Mary with the final assessment at St. Mary Central.

Preparation continues for Zephyrfest. Save the date postcards have been mailed. The theme for this year's event will promote our new Mandarin Chinese language program.

The revenue from the annual fund drive has increased from last year, but we have received fewer individual gifts. The Development Committee will work to increase the number of gifts to a target of 1200 gifts for the year.

Athletic Committee – Marvin Daniels

There was no written report submitted. Marvin asked that the schools find ways to promote the Marquette basketball trip that will be held on Wednesday, March 2, 2011, which is senior night at the Marquette game. SMC alumnus and fan favorite Rob Fronzena will be part of the senior celebration as the Golden Eagles take on the Cincinnati Bearcats. The SMC Booster Club is sponsoring the event. The cost of \$50.00 includes the coach bus from SMC, game ticket, senior night poster, and a choice of a

game day souvenir. Registration forms are available in the front office at SMC or on the SMC web page.

Governance Committee – Rob Michel – Rob gave everyone a copy of the TCCES Board of Trustees revised role description. Rob reminded everyone to turn in their evaluations of Mike Sullivan and the TCCES board. The results will be compiled before the next Executive Committee meeting. Rob also reminded everyone that it is time to start looking for new board members. The board especially needs members with a good financial background. Names for new potential members should be submitted to John Fuller, Stewart Koskinen or Rob Michel.

Executive Committee – Bob Andersen

Bob told the group that the board needs to find someone that Howard Healy can begin to mentor to chair the Finance Committee.

Bob also reminded the group that, for various reasons, many of the people that normally attend Zephyrfest will not be able to attend this year. Everyone needs to promote this event, because the funds generated from Zephyrfest are needed this year more than ever.

Finance Committee – Howard Healy

Howard reviewed the numbers on the TCCES balance sheet for the six months ending on 12-31-10.

The Finance and Facilities Committee met on 1-14-11. The objectives of the committee at this time are:

- To review the long-term impact of subsidy changes and facility use
- Develop a plan to lessen our line of credit
- Explore and enhance fund raising at every school
- Continue to set the goals for a balanced budget

The committee continues to work on the budget for 2011-2012.

It is expected that TCCES will be part of the diocesan self-funded health plan on 4-1-11. The committee has been working with the various projections for premiums so that a final recommendation may be made once the rates have been received.

Fund Raising/Events – Meg Brew

Wines Around the World will be held on Saturday, February 5th at Butte des Morts Country Club. The committee is hoping for attendance between 250 and 300 people. Gary and Bonnie Elmer and Stew Koskinen will be wine pourers at the event. All board members are encouraged to attend.

The *Winter Escape* dinner/dance will be held on Saturday, February 12th at Germania Hall. Again, board members are encouraged to attend.

Preparations continue for *Zephyrfest*. Save the date cards were mailed the week of January 10th. Solicitation letters have been sent to donors for other auction committees.

The Chinese theme is being incorporated into all communications and promotions and will be an integral part of the decorations and theme for the evening.

Calendar for 2011/12 – Mike Sullivan presented the first draft of the 2011/2011 school year. A motion was made by Gary Elmer, second by Meg Brew to approve the calendar. The motion was carried.

The February meeting will be held on Wednesday, February 16th at 6:30 at SMC.

At 8:00 PM, Bob Andersen made a motion to adjourn, second by Sara Widener-Brightwell. Motion carried and the meeting adjourned.