

TCCES/SMC Board of Trustee's Meeting
April 22, 2009

Members Present: Beth Nemecek, Bob Andersen, Fr. Paul Radetski, Gary Elmer, Howard Healy, Laura Guy, Lori Lepper, Marvin Daniels, Michelle Dejno, Peter Schmitz, Rob Michael, Sara Widener-Brightwell, Michael Sullivan

Members Absent: Fr. Allen, Fr. Ingold, Jim Ransom, Mark Loper

Guest Present: BJ Grassman

Bob Andersen called the meeting to order at 6:30 PM
Fr. Paul led us in prayer.

TCCES Foundation Report – BJ Grassman

BJ thanked the board members for their commitment and dedication to TCCES. The name of the endowment funds has been changed to *TCCES Forward Future Endowment Funds*.

BJ gave a report on the status of the different funds. He stated that the foundation is working on a marketing plan to “ramp up” the capital giving campaign. BJ also reported that TCCES received \$3,300.00 from the *Open Hearts for Giving* program.

Approval of February Meeting Minutes/Agenda Approval

Rob Michael made a motion to approve the minutes from the February meeting and the agenda for the April meeting, second by Marvin Daniels. All voted to approve.

Approval of Corporate Board Minutes (March 18 Meeting)

Laura Guy made a motion to accept the corporate board meeting minutes, second by Sara Widener-Brightwell. All voted to approve.

President's Report – Mike Sullivan

Mr. Sullivan reported that the corporate board meeting went well. Bishop Ricken was very pleased with the progress that has been made in the TCCES system. The corporate board approved the TCCES 2009/10 budget

There is an inservice on Friday, April 24 for all TCCES teachers. The workshop will be presented by Cheryl Simonsen, curriculum director at CESA 6.

The third and final MAP testing will be administered over a two-week window beginning on Monday, May 4.

Each elementary school will be sending teacher representatives to the Christa McAuliffe Academy that will be held in Appleton in July.

Each elementary school will have a May Crowning prayer service. The second grade students received their First Holy Communion after the Easter break. The fifth grade classes will participate in a joint Shrine Retreat at the Tabor Center in Menasha.

The elementary students are busy preparing for the annual Spring choral concert. The elementary band students will participate in several programs during the month of May.

Seton will present the musical *Godspell* on April 30, May 1 and May 2. Three SMC students, Taylor Behm, Emily Lowney, and Hayden Krause, are directing this musical. A St. Margaret Mary parent has stepped up and offered her experience and expertise to help these SMC and Seton students produce a quality product.

Brad Curran was chosen a *Kohl's Fellowship Teacher*. Seton was chosen as the recipient of the *Tierney Brothers Classroom of the Future Award*, and the *Wisconsin Schools of Character Promising Practice Award*. This award recognizes Seton's STAR program. Many thanks to Molly Griffin and her outstanding expertise in grant writing.

There are many events happening at SMC this Spring as well. A Leadership Day convocation and the Fine Arts/Forensics banquet will be held on May 6. On May 13, an all school liturgy May Crowning will be held as well as Senior Awards night. Other events include Senior Retreat Day, Athletic Sports Banquet, SMC sponsored Seton retreat, and band and chorus concerts. Graduation day on June 3 will include the Baccalaureate Mass with graduation taking place at 7:00 PM.

The results of the Catholic Identity Assessment that was given to Juniors in January was presented to the board.

Recruitment Report

At the time of the meeting, enrollment figures for the 2009/10 school year has 81 kindergarten students registered, 42-6th grade, and 48-9th grade. The focus for recruitment has been on these transition grades. The recruitment team has been working closely with the principals to ensure that all TCCES families are currently enrolled for the 09/10 school year.

Jennifer Miller coordinated and conducted visits with the girl's varsity basketball players and the feeder schools St. Mary Greenville and St. John/Sacred Heart schools. The girls brought along the trophy and signed autographs.

The *Sun-Sational Summer* brochure has been printed and distributed through schools and mailed to religious education students. The *Summer Sports Camp* brochure has also been distributed.

Mike Sullivan gave a personnel report for the upcoming school year. He reported that teacher contracts were offered on April 20 and will be returned on/by May 20.

Advancement Report – Beth Nemecek

There are many events and appeals taking place in the next few weeks, including the following:

- Zephyrfest on Saturday, May 2
- Scholarship Donor Recognition on Wednesday, May 6
- Seton's 20th Anniversary on Saturday, May 16
- Reception for Sr. Rochelle Kerkhof on Sunday, May 17

Mike Sullivan, Monica Bausom, and Ann Engelhard did a presentation on *New Configurations for Catholic Schools* at the 2009 National Catholic Education Association Convention on April 15. TCCES was one of only five school systems chosen in a national search to present at this year's convention. The TCCES presentation focused on the advantages of a school system structure, strategic planning and advancement efforts. It was very well received.

Athletic Committee – Marvin Daniels

Marvin reported that the Athletic Committee will meet on May 5th to put together the new schedule.

Governance – Laura Guy

There was no formal report from Governance. Laura reported that the outgoing board members are Mark Loper, Laura Guy, and Sara Widener-Brightwell. However, Sara has agreed to remain for another board term. The two new board members presented are Sue Pawlowski and John Fuller. Beth Nemecek made the motion to accept the new board members, second by Gary Elmer. All voted in favor of accepting Sara, Sue, and John as new board members.

Executive Committee – Bob Andersen

Bob reported that Mike Sullivan has accepted a contract for another school year.

One of the discussion items from the Corporate Board Meeting was preparation for Confirmation. Some parents feel that this preparation should happen in our schools. Bishop Ricken will take this issue under advisement, but for now, this preparation will remain in the individual parishes.

Finance Committee – Howard Healy

Howard presented the financial report for the nine months ending March 31, 2009. He stated that we are “staying on top of things” but we are counting on having positive Zephyrfest.

Marketing Plan – Michelle Dejno

A Marketing Committee has been formed and will function as an ad-hoc committee of the TCCES Board of Education Advancement Committee. The Marketing Committee will develop a marketing plan in conjunction with the Advancement Dept. A completion date of June 4 is set for the TCCES Marketing Plan with final tactical plans worked on over the summer and completed by August 30, 2009.

Facilities Report/Discussion – Peter Schmitz

A group is working on a plan for some cosmetic changes for Seton, such as new carpet and paint. By the next board meeting, they will have a “wish list/work list”.

New Business

Mike Sullivan stated that the teachers will be presented with the *Professional Guide for Teachers and Catholic Educators* at the beginning of the next school year. This material outlines the Code of Ethics for Catholic Educators.

Bob Andersen asked that the board members come to the May meeting prepared with nominations for officers for next year.

At 8:00 PM, Howard Healy made the motion to adjourn, second by Sara Widener-Brightwell. All approved.

The next board meeting will be held on Wednesday, May 20. Because of the SMC Choral Concert and Art Show, the meeting will begin at 5:00 PM.