

## St. Katharine Drexel Parish Committee Report

**Name of Committee:** School Board of Education

**Date of Meeting:** November 19, 2009

**Committee Chairperson:** Janice Tischler

**Members Present:** Dan Booker, Susan Caine, Barb Haase, Todd Priewe, Janice Tischler, and Kathy VandenBoogart;

**Absent:** Pat Clark, Mary Luckas, Troy Schliesman, Fr. John Schreiter, Fr. Jose Gonzales, Judy Johnsen, and Roland Voelker

**Guests:** Brian Ambrosius, Lois Ely, and Deb Lange

- 1) Call to Order - 7:07 p.m.
- 2) Opening Prayer - Janice Tischler
- 3) Introduction of guests present -
  - a) Brian Ambrosius, Lois Ely, and Deb Lange
- 4) Review and approval of previous meeting minutes.
  - a) The October 15, 2009 meeting minutes improperly listed the Endowment Fund of Saint Katharine Drexel School board of trustees relative to their assigning entities. The following is a correct listing:
    - (1) The following people serve on the Endowment Fund of Saint Katharine Drexel School Board of Trustees
      - (a) Fr. John Schreiter, pastor
      - (b) John Grey - Chair - Appointed by School in 2008
      - (c) Randy Richard - Appointed by Parish in 2007
      - (d) Mike Kaul - Secretary - Appointed by Parish in 2003
      - (e) Larry Turner - Appointed by School in 2008
      - (f) Brett Rechek for Jerry - Appointed by Parish in 2009
      - (g) Todd Priewe - Treasurer - Appointed by School in 2008
    - b) By consensus, the group agreed to approve the October 15, 2009 minutes with the aforementioned corrections.
- 5) Audience Comments / Eyes and Ears.
  - a) With only five days since the event, it is too soon to report final numbers, but The Evening of Glitz - 2009 was exclaimed as very successful by Susan Caine.
- 6) Correspondence.
  - a) Barb briefly discussed an e-mail that circulated between Judy Johnsen, Fr. John Schreiter, and herself regarding a state un-funded mandate for school building requirements...

*Judy*

*I contacted the Arch about the environment quality issue. See below the answer Carol Ward forwarded to me from David Lodes. While we can't predict the future, this doesn't seem as dire as it did at first blush. (David Lodes is the Superintendent of Catholic Schools for the Archdiocese of Milwaukee.)*

*Barb*

*Carol,  
The bill was passed so that they can set up a task force (only). The force will make a recommendation to the DPI for a model plan (we are now 2 or more years into this). The DPI model will affect public and choice schools in the city of Milwaukee only. If this is a mandate, then they want this funded by the state. So five years from now the state won't fund this so it will go by the wayside. Unfunded mandates do not fly in this day and age. Too many already.  
Dave*

7) Pastor's Report

a) None

8) Administrator's Report - Barb Haase

a) Archbishop designate - Jerome Listecky

i) Barb shared various press releases about Jerome Listecky's appointment to Archbishop of the Archdiocese of Milwaukee

b) Accreditation

i) The event went very well!

ii) There were countless commendations paid to the staff, parish, and the policies that run the school

iii) Notable recommendations requiring action:

(1) Gail Kraig recommended the school should have an annual fund appeal for the school. Gail Kraig has experience with matters of this like at St. Mary Springs; she offered her assistance in this matter. Barb Haase and Gail will meet in the new year to start the process.

(2) Tuition assistance program needs to be reorganized

iv) Grant writing

(1) Mike Derr has agreed to assist with writing a grant for funds to purchase smart-board technology.

v) US Cellular - Calling all Communities

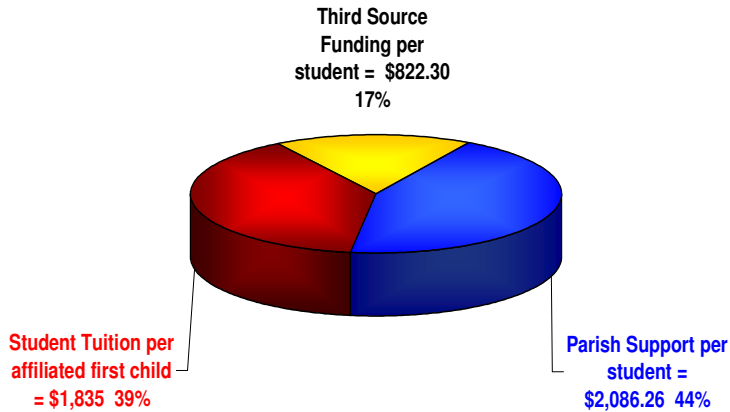
(1) A notice will be included within the Family Newsletter over the next several weeks prompting parish and school families to get out and vote for SKDS in this year's US Cellular - Calling all Communities campaign. US Cellular will be giving \$100,000 to 10 schools. The web-site description of this promotion indicates,

From November 13, 2009, through January 15, 2010, visit any [U.S. Cellular® store](#) to get a code to use online to vote for your school. There is no purchase necessary to vote.

The 10 schools with the most votes will receive \$100,000 to use however they choose.

Whether the school is big, small, public, private, a primary, middle or high school, they're all eligible to be a Calling All Communities champion.

(2) Tuition break-down graph



(a) A copy of the tuition break-down graph will be making its way into the Family Newsletter and perhaps, the bulletin.

9) Committee Reports and Next Scheduled Committee Meeting Dates.

a) SCRIP Committee - No report

**Past Decision Made:** SCRIP committee should meet quarterly, at a minimum.

**Follow Up Work-Person Responsible:** Troy Schliesman will prepare a meeting schedule with Jenny Booker and the SCRIP committee.

i) Susan Caine indicated that she will be training so that she can assist with the various QuickBooks requirements that the SCRIP program have.

b) Financial Report/Budget - Lois Ely

i) Lois Ely reported and discussed the financial report.

(1) A 2008-09 versus 2009-10 analysis of revenue received relative to the full year budget

	2008-09	2009-10
	Period ending 10/31	Period ending 10/31
Tuition - Parish members	36.4%	46.2%
Tuition - Non-parish members	52.8%	76.3%
Instructional fees	73.9%	79.6%
Extend-A-Day fees	33.5%	24.3%
Playground fees	83.7%	87.1%
Football Mania (budgeted \$)	\$45,000	\$30,000
An Evening of Glitz (budgeted \$)	\$20,000	\$25,000

c) Development Committee - Janice Tischler

i) Next meeting is January 7, 2010.

ii) Public Relations

(1) Janice applauded the good work that the PR committee is doing.

- d) Endowment - Todd Priewe
    - i) Shared the 2008-09 year-end financial report.
      - (1) Dan Booker questioned the validity of the amount indicated as school support for the school year ending June 30, 2008.
      - (2) The validity of the data was affirmed during the meeting.
      - (3) A copy of the financial report will be printed within the November 29, 2009 parish bulletin
    - ii) Described and shared the committee's objective to prepare an Annual Report booklet similar to that of The St. Sebastian School Foundation report. The objective is to prepare, publish, and distribute the report in September 2010.
      - (1) A copy of the St. Sebastian School Foundation Annual Report was provided to Barb Haase. The committee will be requesting Barb's assistance over the next several months in developing outlines for an administrator's report, alumni news, etc...
    - iii) The annual fund appeal is underway. Pulpit announcements were made by our school's students at each mass during the November 14-15 weekend.
  - e) Parish Council Liaison Report.
    - i) No report...
    - ii) School Board liaison to the parish council schedule
      - (1) October 2009 - Troy Schliesman
      - (2) November 2009 - None (same night as school board meeting)
      - (3) January 2010 - Dan Booker
      - (4) February 2010 - Todd Priewe
      - (5) March 2010 - Janice Tischler
      - (6) April 2010 - Susan Caine
      - (7) May 2010 -
      - (8) June 2010 -
- 10) Old Business.
- a) Strategic Planning -
    - i) The annual planning and budgeting timeline and calendar draft that Todd Priewe prepared was discussed. Key points...
      - (1) Measured effectiveness
      - (2) It is necessary to set a charter five years out that is aligned with the parish and school administration
      - (3) It is necessary for each of the school board's sub-committees to have a long range charter that is aligned with the school board
      - (4) The vision statements, long range objectives, and subordinate long range action plans are reviewed each year to ensure they speak to our mission.
      - (5) After the vision statements and long range objectives, and subordinate long range action plans are validated, the current year school board sets the tactical plans for the next year.

**Decision Made:** Despite being behind the schedule presented by Todd Priewe, we will proceed with

preparing a vision/mission statement and long range objective draft. We will perpetuate this process through e-mail correspondence.

**Follow Up Work-Person Responsible:** Todd Priewe to prepare a draft vision/mission statement and long range objectives by December 7, 2009

11) New Business.

a) Leading the Rosary - December 13, 2009 10:00 a.m. mass

**Decision Made:** Send a reminder notice and sign-up e-mail to the School Board

**Follow Up Work-Person Responsible:** Janice Tischler will send an e-mail requesting/requiring the school board attendance and participation.

12) Closed-door discussions - Budget preparations

13) Adjournment - 9:40 p.m.

Next Meeting Date/Time/Location: 7:00 p.m., Thursday November 17, 2009 in room 215 at the Elementary Campus

To: Parish Council (Check one)

- For your information. No action needed at this time.
- Please put us on your next agenda. See attachment.
- We need directions and further input. See attachment.
- Other. See attachment.