



## School Board Meeting July 12, 2016 Meeting Minutes

**Members Present:** Ryan Katte, Colleen Jentges, Peggy Pfeiffer, Lynette Melin, Kristine Klein, Jeff Schmit, Mary Laux, Julie Pannemann

**Members Excused:** Nicole Styles, Father Pat, Ethan Deutsch

- III. Call To Order 5:32 p.m.
- IV. June 2016 meeting minutes approved by Ryan Katte, seconded by Mary Laux
- IX. Jeff Schmit informed the board that Julie Russell was no longer able to fill her school board obligation for the 2016-17 school year. There is still an effort to fill open spots.
- IV. Introduction of new board members and liaison members:
  - a. Mike Linstroth introduced himself to the board and provided background information pertinent to joining the board.
  - b. Ed Munte, Pastoral Council Liaison and Chris Flint, President of the Cluster Council were introduced to the board and both provided a brief synopsis of their work on their respective boards.
- V. Unfinished Business:
  - a. Kristi indicated continued work on the accreditation is in progress. There was a meeting this summer with the Archdiocese that was attended by her and other staff members.
  - b. The steering committee (Lynette Melin, Ted Neitzke, Paul Schueller) met with Kristi and a strategic plan is being formulated. Additional meetings are set and the goal is to have a draft done sometime in the fall. By spring 2017 the strategic plan needs to be implemented. At the beginning of the 2016 school year input will be sought from the community. There will be updates to the board along the way. The mission and vision statements are being worked on as well. New and current families will be informed on the process this fall. There will be more planning and work time for staff this school year to work on the accreditation. Kristi continues to work with Tom Kiley on the process.
  - c. Kristi reviewed the accreditation process for the new board members.
  - d. Committee update on accreditation: Mary Laux indicated a new nomination form needs to reflect the words service, excellence, discipleship and community. Any new board member needs to send Mary a "resume" for the school board portfolio. A retreat needs to be scheduled to set goals then create a self-assessment to measure the goals. By-laws also need to be rewritten. Mary will be in contact with board members to schedule this retreat for August.

- e. Update on Visioning Committee: Chris Flint indicated the committee is semi-settled on the company for the fundraising campaign. There is a meeting on July 20<sup>th</sup>. The finance committee and parish will need to approve of who they want to hire. Jeff Schmit indicated the parish needs to decide if they are willing to hire a company to do due diligence and give a plan for a modest fundraising campaign or have a bigger plan with high donors with substantial money to donate. The parish will ultimately need to determine what is best. A feasibility study is what is needed first. Mike Linstroth stressed the importance of making it a personal approach with donors.

**VI. Committee Reports:**

- a. Principal's Report: Kristi indicated hiring is complete. A letter will go out to the school community introducing the new staff. Kristi invited the board to meet the new teachers. Dates will be sent out once set. STEM training has taken place and the labs are being set up.
- b. Pastoral: None
- c. Finance: None
- d. Home & School: Kristi reported an online fundraiser will be starting soon.
- e. Marketing: Julie Pannemann reported she met with a representative from the Archdiocese regarding the marketing plan. A rough draft is in place. She will need to meet with Father Pat to inform him of the plan and the immediate tactics needed from him in relation to the school. A long range development plan is being worked on with the archdiocese. The website is being addressed and work is in progress. School Speak and Facebook along with anything else attached to the domain name will be changed to SJXXIII. April 8<sup>th</sup>, 2017 is the tentative date for the Key Event.

**VIII. New Business**

- e. Ryan Katte asked about whether the school will have an athletic director this year. Kristi indicated the athletic committee recently met and decided to increase fees and have one person on the committee be point person rather than a paid athletic position. They also discussed the possibility of a 3<sup>rd</sup> and 4<sup>th</sup> grade intramural program.
- f. Kristi indicated overall the school needs to send a message asking how and where parents are going to get involved.
- g. It is also important for the board members to be at events to talk with parents about committees, etc. Mary Laux added it might be worth reaching out to parish members for volunteering opportunities within the school.

IX. Meeting ended @ 6:38pm.

X.