



**Cotter Schools Board of Directors**  
**February 27, 2024**

Board Members present: Amy Donnenwerth, Barry McRaith, Erica Jerowski, Kurt Knuesel, Kevin Gorman, Ann Renk, Jennifer Miller Gutierrez, Fr. Mark McNea, Fr. Russ Scepaniak, Mary Eileen Fitch, and Dawn Guzzo

Board Members not present: Christina Uribe Nitti, Mary Kirk, Fr. Pat Arens

Board Chair, Amy Donnenwerth at 7:30 am, called the meeting to order. Father McNea led our prayer.

Agenda: The 2-27-24 Agenda was reviewed and approved

The following Minutes were reviewed and approved:

Board of Directors minutes (12-19-23)

Committee Minutes:

Operational Vitality (1/23/24) (2/20/24)

Advancement (1/11/24)

Mission Effectiveness (1/11/24) (2/8/24)

Governance (1/9/24) (2/9/24)

*Committee Reports:*

**Operational Vitality Committee:**

The January and February meeting minutes reflected Operational Vitality's review of Cotter's financial reports as well as our quarterly investment report with Slaggie Capital. They also reflected the work that has been done with our co-op athletic fees, audit process review and the status of our endowment funds.

Our Committee Chair provided the board a general overview as to what was reflected on our last quarterly investment report with Slaggie Capital and our current Cotter financial reports. The FY25 budget prepared by our Finance Director is near completion. Once complete, Operational Vitality will review and then present to the Board for approval in March. Board members were invited to respond with questions or comments after review of the committee's minutes.

**Governance:**

The January and February Governance minutes reflected Governance's work on board education planning, board membership needs and the President's evaluation process. Board members were invited to respond with questions or comments after review of the committee's minutes.

**Mission Effectiveness:**

The January and February Mission Effectiveness minutes reflected Mission Effectiveness's work on Cotter's Strategic Plan – Together in Community – Year 2, accreditation updates and what the future mission of MCA might look like. Board members were invited to respond with questions or comments after review of the committee's minutes.

**Advancement:**

The January minutes reflected Advancement's work on enrollment for academic year 2024-2025, our upcoming Alumni Achievement Award and outreach efforts to our surrounding communities for potential enrollment opportunities. Board members were invited to respond with questions or comments after review of the committee's minutes.

**President's Report:** The confidential President's Report had been posted for the board to review and Mary Eileen shared the following additional information:

- Academics: There has been a lot of work in the restructuring of the junior high schedule for next year. In an attempt to keep junior high students engaged in their academics, the proposed schedule will entail a four-day regular daily schedule and then a fifth day of exploratory class study, which will expose the students to different fields of study and careers. This schedule and course study will entail the necessity of hiring two additional fte employees.

We have had a generous donor cover the costs associated with the Believe in Read program that we will be initiating at the St. Luke Campus. This program has seen immense success in schools that have utilized it. CSCOE is on our St. Mary's and St. Luke campuses today to familiarize them with our school and our future goals.

- St. Teresa/St. Cecilia Renovation: This donation and its intent will be shared with our families in the near future. Classroom work will hopefully begin this spring and summer, while the HVAC work will likely happen spring and summer of 2025.
- Transportation: As previously mentioned, we are working on potential enrollment from our surrounding communities. One area of need expressed by families is a.m. transportation for the students. We are currently seeking donations to cover this cost if the enrollment justifies utilizing additional transportation options.
- MCA: We would like to form a committee to work on future programming planning and mission alignment for MCA. Mary Eileen asked the board that if they, or anyone they know, would have an interest in working on this committee, to please let her know.
- Accreditation: Mary Eileen once again thanked the board members who were able to participate in the accreditation site visit interview in January. She advised that we received verbal verification of our accreditation approval status during a follow up meeting with our Cognia leader, Dr. Julia Williams. Cognia's full report will be provided soon and we will share the results with the board in March.
- Board Education: Following our meeting, In support of board education, our Vice President of Advancement will give a presentation to the board as to advancement updates and what we, as a board, can do to support Cotter's mission. A representative from our Governance Committee will then facilitate and open up for discussion the remaining board education topics that were listed as a need in our prior survey.

Regular meeting adjourned.

Respectfully submitted,  
Dawn Guzzo, Secretary