

**St. Mary Catholic Schools
Board of Trustees Agenda
Wednesday, December 18th, 2024
6:30pm- SMCS Administrative Offices**

Mission: Preparing and inspiring students to lead meaningful lives rooted in the teachings of Christ in our Catholic tradition.

Vision: To be celebrated as the school system where students discover and develop their God-given talents and experience success through learning, faith and service.

<ul style="list-style-type: none"> ● Opening Prayer and Review of Mission Statement 	Kristen Bergstrom
<ul style="list-style-type: none"> ● Open Forum 	
<ul style="list-style-type: none"> ● Consent Resolution Agenda <ul style="list-style-type: none"> ○ Minutes of November 2024 BOT Meeting ○ Minutes of October 2024 Athletic Committee Meeting ● Minutes of December 2024 Executive Committee Meeting 	Patti Purcell
<ul style="list-style-type: none"> ● Presidents Report (20 Minutes) <ul style="list-style-type: none"> ○ Communication ○ Update on Open Positions ○ Enrollment Update ○ Additional Renovations at SME 	Dan McKenna
<ul style="list-style-type: none"> ● Finance Committee Update (30 Minutes) <ul style="list-style-type: none"> ○ Presentation of Cash Flow Analysis ○ Updated Modified Budget ○ Updated Enrollment Projections ○ Budget Assumptions 	Bill Bittner
<ul style="list-style-type: none"> ● Strategic Planning Update (10 Minutes) 	Leila Mousai
<ul style="list-style-type: none"> ● Athletic Committee Update (10 Minutes) 	Dave DeWitt
<ul style="list-style-type: none"> ● Old Business (5 Minutes) <ul style="list-style-type: none"> ○ Diocesan Updates 	Kristen Bergstrom
<ul style="list-style-type: none"> ● New Business <ul style="list-style-type: none"> ○ School Calendar ○ Breakfast for Staff 	Dan McKenna
<ul style="list-style-type: none"> ● Executive Session 	

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| <ul style="list-style-type: none">• Closing Blessing | |
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6:30pm- SMCS Administrative Offices**

Mission: Preparing and inspiring students to lead meaningful lives rooted in the teachings of Christ in our Catholic tradition.

Vision: To be celebrated as the school system where students discover and develop their God-given talents and experience success through learning, faith and service.

Attendees: Paul Seveska, Patti Purcell, Kristen Bergstrom, Leila Mousai, Meghan Healy, Troy Noel, Ron Schreier, Ryan Valentine, Bill Bittner, Kaydee Ruppert, Dan McKenna, Father Bob, Dave Dewitt, Father Nonnito.

Absent: Father Michael Lightner, Father Judah

Meeting began at 6:31 pm in prayer.

<ul style="list-style-type: none"> ● Opening Prayer and Review of Mission Statement 	Kristen Bergstrom
<ul style="list-style-type: none"> ● Open Forum <ul style="list-style-type: none"> ○ Nobody came to open forum. 	
<ul style="list-style-type: none"> ● Consent Resolution Agenda <ul style="list-style-type: none"> ○ Minutes of the October 2024 BOT Meeting ● Minutes of the November Executive Committee Meetings ● Patti Purcell presented the October minutes and motioned to approve them. Ron Schreier seconded the motion. Motion carried with one abstention. Minutes for the November Executive Committee Meetings were provided to the Trustees in the packet for the meeting for informational purposes. 	Patti Purcell
<ul style="list-style-type: none"> ● Presidents Report <ul style="list-style-type: none"> ○ Dan took the BOT through the newly formatted President's report which provides a way to review progress against the Strategic Plan. ○ Dan mentioned that their information technology program, Bark, reported a threat made recently at the high school. Police did a wellness check and the threat was resolved 	Dan McKenna

<p>and the school deemed safe. The student is no longer enrolled at the school.</p> <ul style="list-style-type: none"> ○ Dan reported that he is exploring some new uniform options. Will possibly explore a uniform exchange program alongside it. ○ News crew coming to St. Mary in Menasha regarding church and school renovations on Friday, Nov. 22. 	
<ul style="list-style-type: none"> ● Finance Committee Update <ul style="list-style-type: none"> ○ Presentation of Cash Flow Analysis <ul style="list-style-type: none"> ■ SMCS's Line of Credit has been increased slightly to accommodate anticipated cash flow needs. ○ Updated Modified Budget <ul style="list-style-type: none"> ■ Bill presented an updated version showing improvement toward a balanced budget vs. the previous version. ○ Updated Enrollment Projections <ul style="list-style-type: none"> ■ Bill reviewed the major assumptions impacting our 10-year financial plan. ■ Bill also presented another snapshot of our enrollment, tuition comparisons and WPCP students by grade, by campus and year-over-year growth since FY2018. ■ A brief discussion ensued about what year facilities become capped out. The discussion was tabled for now and will be addressed in the future. ■ Bill pointed out a new change in WPCP funding that was just passed which says that voucher amounts will increase annually in proportion to the growth in state public school funding. 	<p>Bill Bittner</p>
<ul style="list-style-type: none"> ● Governance Committee <ul style="list-style-type: none"> ○ Approval of Committee Charters ○ Governance Committee met yesterday and approved all. ○ Meghan moved to approve the charters as uploaded on Google Docs. Seconded by Leila. Motion carried. ○ Meghan asked the BOT for recommendations for new BOT members in the future. Must be Catholic. Doesn't matter which parish they belong to. 	<p>Meghan Healy</p>

<ul style="list-style-type: none"> ● Old Business <ul style="list-style-type: none"> ○ Diocesan Updates <ul style="list-style-type: none"> ■ No changes will be made to the Diocesan medical insurance plan or broker. 	Kristen Bergstrom
<ul style="list-style-type: none"> ● New Business <ul style="list-style-type: none"> ○ None. 	Kristen Bergstrom
<ul style="list-style-type: none"> ● Executive Session <ul style="list-style-type: none"> ○ Meghan made a motion to move into Executive Session at 7:42 pm. Ron seconded. Motion carried. ○ Meghan moved to adjourn Executive Session at 8:05 pm. Ron seconded. Motion carried. ○ No action was taken. 	
<ul style="list-style-type: none"> ● Ron moved to adjourn the meeting at 8:06 pm. Dave seconded the motion to adjourn. Motion carried. ● Closing Blessing 	