Cotter Schools Board of Directors
March 31, 2026

Board Members present: Barry McRaith, Andrew Kieffer, Kurt Knuesel, Tom DeMarais, Eric Errthum, Tom DeMarais, Shelley Stewart, Jennifer Miller, Amy Donnenwerth, Andrew Guzzo, Father Arens, Father Russ, Mary Eileen Fitch and Dawn Guzzo

Board Members not present: Erica Jerowski

Board Chair, Erica Jerowski, was unable to attend our meeting today. Amy Donnenwerth chaired the meeting in her place. Amy called the meeting to order at 7:31 a.m. Father Arens led our prayer.

Agenda**:** There was a review of the 3-31-26 Agenda. Barry McRaith made a motion to approve the Agenda; Shelley Stewart made a second. Motion passed.

The following Minutes were reviewed:
Board of Directors minutes (1-27-2026)
Committee Minutes:
Mission Effectiveness (2-13-26)
Operational Vitality (2-17-26)

Barry McRaith made a motion to approve the Minutes; Eric Errthum made a second. Motion passed.

Committee Reports:

Operational Vitality Committee:
Our Committee Chair noted the following highlights from the February meeting:

- A large part of the February meeting was dedicated to reviewing the 2026-2027 budget report, which will be brought to the Board in either April or May for approval.
- We met with CLA to review the 2024 Audit report. The Audit Report has been made available for all board members to review.
- SCG shared their year-end report at our February meeting.
- We now have an assigned Project Manager with Schwab for our Athletic Facility.

Board members were then invited to ask any questions they may have following the review of the February Operational Vitality meeting minutes.

Governance:
Governance did not meet in February, but noted the following:

- The letter to the DOW-R is being finalized wherein we are requesting the required information needed, which would allow us to research other insurance benefit options. A motion was made that we follow through with the inquiry with the Diocese once the letter has been amended to include some

suggested language that would align with Catholic Identity. One member abstained from the vote. Motion carried.

Mission Effectiveness:
Our Committee Chair reported that we met with Campus Ministry and Advancement at our February meeting and noted the following highlights.

- One of Cotter's Campus Ministry staff, who also works with Academic Advising, will be retiring at the conclusion of the academic year. Mary Eileen will be working to fill this position along with posting for a new religion teacher at the junior high level.
- Advancement reported that their data base is much stronger and that alumni relations have been greatly improved, which aligns with goals that were identified within our Strategic Plan. This has all been a great help to the mission of the Advancement Department.
- Mary Eileen reported that the recent Advancement trips to Arizona and Florida were very well received. Advancement continues their communication efforts with those that they made contact with during these trips.

Board members were then invited to ask any questions they may have following the review of the February Mission Effectiveness meeting minutes.

President's Report: The confidential President's Report had been posted for the board to review and Mary Eileen made the following comments at today's meeting:

- **Curriculum**: We continue to work on the academic needs at our elementary level and are potentially looking to hire a teacher who would be able to focus on advanced math curriculum. Several of our students at the high school level have earned the SACA certification, which can potentially transfer to real college credits and is directly applicable to the work force.
- **Alumni Achievement & St. Joseph Award**: This event was a huge success with our biggest crowd ever. We were very proud to honor our alumni winners, Mike Rivers and Mike Cichanowski as well as our very own board member, Barry McRaith, who was presented with the St. Joseph award. All three were able to speak at an assembly for our high schools students in the afternoon prior to the official awards ceremony.
- **Advancement**: We continue to ascertain whether launching a capital campaign or whether other targeted donation requests would prove to be more successful. Continued fundraising work is needed to sustain our three heaviest areas of need: Operations, Financial Aid and Teacher Pay (sustaining the 90% goal of what public school teachers earn).
- **Mission Integration**: Gary Meyerl and four additional teachers will be participating in a symposium over the summer at Notre Dame. They are currently working in study sessions now. We look forward to what tools can be learned to hopefully incorporate into our Mission Integration work here at Cotter.
- **Board Membership**: Several names have been shared with us as potential board member candidates. Mary Eileen will reach out first with a phone call and if there is some initial interest, will then follow up with a meeting to speak about the responsibilities involved. Board members were encouraged to share their thoughts or to nominate anyone who they would see as a great fit for our Board.

Our President requested that we move into Executive Session at this time.

Respectfully submitted,

Dawn Guzzo, Secretary