Cotter Schools Board of Directors
May 26, 2026

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

Board Members not present: Father Arens, Tom DeMarais

Erica called the meeting to order at 7:32 a.m. Father Russ led our prayer.

Agenda**:** There was a review of the 5-26-26 Agenda. Barry McRaith made a motion to approve the Agenda; Jennifer Miller Gutierrez made a second. Motion passed.

The following Minutes were reviewed:
Board of Directors minutes (4-28-2026)
Committee Minutes:
Operational Vitality (5-19-26)

Barry McRaith made a motion to approve the Minutes; Jennifer Miller Gutierrez made a second. Motion passed.

Committee Reports:

Operational Vitality Committee:
Andrew Kieffer reported the following:

- Merchant's Bank reported at our May meeting on our CSF Endowment account and noted that April reflected recovery after the Q1 volatility due to the Iran conflict.
- We are postponing our budget vote until next month. Our Financial Director is currently working on additional data points and information that will be utilized for a more accurate budget.

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

Governance:
The Governance Committee did not meet in May. There is no report available at this time.

- Dawn will be sending out the annual BOD self-evaluations this week. Our Governance Chair asked that everyone please complete it. There will be an overview report in June and a more formal discussion in August.

Mission Effectiveness:
Our Mission Effectiveness Committee did not meet in May. There is no report available at this time.

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:

- **Graduation**: Our Baccalaureate, Awards and Graduation ceremonies took place this past week. We enjoyed great speakers and have received many positive comments.
- **NWEA Map Testing**: Elementary scores were very good. We are especially pleased at the 5th grade level, where their scores have greatly improved. There are some concerns at the 7-8 level as we did not reach the high growth/high achievement level. Teachers and administrators are reviewing the data this week. We are also taking some time to analyze the Explore Program, the benefits, along with the potential loss of learning.
- **All Staff Meeting**: This meeting will be taking place later this morning and we will be recognizing our two retirees. We will also recognize Pat Bowlin and Christine Nichols, who have both been with Cotter Schools for 35 years.
- **Admissions**: Concerns have been raised if we continue to expand our enrollment, in particular, at the Elementary level. There is a desire to maintain a manageable amount of students in each class. This is not an issue at this point, but if it does become one in the future, we do have options. Although our space if fully utilized at the St. Luke Campus, we certainly have space available on our other campuses.
- **Spring Sports**: All of our Spring sports are having great seasons and we are hopeful for some participations at State.
- **Residential Enrollment**: We currently have 35 signed contracts and are hopeful that we reach 40.
- **CSCOE** - We have received some grant money that we applied for. In compliance with the grant, these funds are earmarked to go specifically to eight staff members in recognition of their great work.
- **Helper-Helper**: Concerns were brought forth by members of the board and by a couple of our families as to a post in our Helper-Helper student volunteer app that referenced a partisan effort and included some divisive language. Going forward, Cotter will not offer volunteer opportunities that are candidate or party affiliated. We also have a new review process in place for volunteer postings outside of school and parish opportunities.

Respectfully submitted,

Dawn Guzzo, Secretary