



Wauwatosa Catholic School  
School Advisory Board Minutes  
21 December 2016

**Attendees Present:** Melita Biese, Holly Cartier, Nichole Donabar, Heidi Hernandez, Tiffany Hopper, Dennis Myers, Mary Reynolds, Cindy Scheuing, Ron Skelton, Tara Vosniak,

**Excused:** Fr. Phillip Bogacki, Judy Persin, Fr. Paul Portland, Fr. Dennis Saran, Chris Wade, David Wurster

Meeting called to order at 6:35 PM by Vosniak

I. Prayer

II. Approval of meeting minutes from November – Moved to approve by Biese, Second by Cartier

III. Approval of December agenda moved by Hopper and Fr. Paul. All approved.

IV. Guests- None present

V. Pastor Designate

- a. All the Priests have been going into the classrooms.
- b. Fr. Paul is pleased with the School Masses and the participation in Mass by the students.
- c. Fr. Paul discussed the partnership between St. Anne's Nursing Home – Salvatorian Campus and WCS Middle Schoolers. The Middle Schoolers have "Adopted a Grandparent". The Middle Schoolers have visited St. Ann's and some of the residents of St. Ann's visited WCS. There is an activity planned once a month.

VI. Principal's report

- a. All three Priests have been visiting the classrooms.
- b. Budget 2017-2018 – Finance Committee has completed the draft of the proposed budget, tuition and salary scale for the teachers.
- c. The Christmas Program was on 12/13/16 and was a beautiful program.
- d. Catholic Schools Week – the teachers have been working on the details of the activities during the school day during Catholic Schools week and the Marketing team have been working on the details of Open House and tours.
- e. Latino Enrollment Institute at University of Notre Dame – Heidi Hernandez applies and was accepted to attend the Institute for the Summer of 2017. Fr. Paul and another teacher will be attending the Institute. The purpose is to develop a program for WCS to increase the Latino enrollment of the school. Hernandez will be paired with a Mentor that will work with her and also visit WCS in order to assist with the development and marketing of the program.
- f. Partnership with Salam School – Salam School is an Islamic School in Milwaukee. Hernandez met with the Principal of Salam School to have a partnership to learn about each other. Thoughts discussed were pen-pals, family gatherings and joint field trips.

VII. Sub-committees (Reports)

- a. Executive Committee Report
  - i. No meeting was held in December.
- b. Policy

- i. No policy discussed at this meeting
  - c. Finance
    - i. Financial ledger reviewed from November, 2016
    - ii. 2017-2018 School budget proposal – School Board came to a consensus on the proposed tuition scale, teacher pay scale and budget.
    - iii. Introduction to Smart Tuition software that will be used for online payments.
  - d. Communication/Marketing
    - i. Meeting was held on December 12<sup>th</sup>, 2016
    - ii. Discussion about Open House tours – discussion of the content of the tours, scripts for tour guide and talking points for teachers.
    - iii. Promotional video continues to be worked on. Most of filming has taken place.
    - iv. Yard signs are available
    - v. Spirit Wear – new company has been chosen and spirit wear drive during Catholic School’s week.
  - e. Long Range Planning/Strategic Planning
    - i. Completed the Finance rubric at the last meeting
    - ii. Committee continue to work on the rubrics in order to develop long range plan for WSC.
- VIII. Old Business
  - a. Continued work to improve communication between WCS and the Parishes
  - b. St. Bernard’s is working on improving Baptismal preparation and to keep in touch with the families as a part to market WCS.
  - c. St. Bernard’s is also exploring ways to improve young family participate in Church
  - d. Continued discussions about Pocket Park – co-plan between St. Bernard’s and City of Wauwatosa.
- IX. New Business
  - a. No new business
- X. Announcements / Special Information
  - a. Marketing and Communications Meeting at WCS – January 9<sup>th</sup> at 6:15 pm
  - b. Restaurant Fundraiser at Chipotle – January 10<sup>th</sup> from 3-8 pm
  - c. Home and School Meeting at WCS – January 11<sup>th</sup> at 6:30 pm
  - d. Family Skate Night at St. Pius – January 14<sup>th</sup> at 6:00 pm
  - e. Kindergarten Pajama Night – January 19<sup>th</sup>
  - f. School Board Meeting at WCS – January 25<sup>th</sup> at 6:30 pm

Motion to adjourn meeting at 7:36 PM moved by Fr. Paul and seconded by Biese

Next regularly scheduled meeting of the Board is scheduled for Wednesday, January 25<sup>th</sup>, 2017 at 6:30pm.

***Wauwatosa Catholic School serves a diverse community of learners by teaching our students to live Christ centered lives, to embrace Catholic values, and to excel academically while developing leaders who have a passion to serve and create a better world.***