



*Wauwatosa Catholic School*  
*School Advisory Board Minutes*

**21 June 2017**

**Attendees Present:** Melita Biese, Heidi Hernandez, Tiffany Hopper, Judy Persin, Fr. Paul Portland, Cindy Scheuing, Ron Skelton, Tara Vosniak, David Wurster

**Excused:** Fr. Phillip Bogacki, Holly Cartier, Nichole Donobar, Dennis Myers, Mary Reynolds, Fr. Dennis Saran, Chris Wade

Meeting called to order by Vosniak at 6:41

1. Prayer
2. Approval of meeting minutes by Hopper, Second Fr. Paul
3. Approval of June agenda with change of date from May to April minutes by Hopper, Second Fr. Paul
4. Guests-none
5. Pastor Designate
  - a. Evaluations with staff are complete. Fr. Paul will meet with the staff at the start of the school year to summarize and meet with Heidi to divide up other tasks that came up from the evaluations.
  - b. Fr. Paul will meet with someone from the Arch to get more tools in helping with his evaluations of Heidi as an administrator
6. Principal Report
  - a. 207 students registered, this number could go up once a few families pay remaining balances on accounts
  - b. We offer much more information up front on tuition costs than neighboring schools and are less expensive
  - c. Discussed how we pride our diversity
  - d. Will send out one more mailing this summer for marketing
  - e. New calendar events
    - September-Committee and annual report meeting for parents and parishioners
    - September-all parent meeting
    - September-Parishioner Open House with wine
    - January-Home and School Adult event-painting and wine night
  - f. Heidi shared her reflection on teacher turnover and where those teachers are now
  - g. Staff has many more Masters Degrees now than when the school started
  - h. Sept. 10-Committee work day
7. Sub-Committees (Reports)
  - a. Executive Committee Report

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- no meeting was held in June
- b. Policy
  - a. no discussion of Student Wellness plan at this time
- c. Finance
  - a. Financial ledger reviewed from May 2017
  - b. Discussed negotiations with St. Bernards for gym floor and lighting
  - c. Smart Tuition will be used for just tuition at this point
  - d. Discussed budget-where we thought we would be as projected at this point
  - e. May need more fundraisers if skate nights can't happen after this year
- d. Marketing and Communications
  - a. Set goals for next year
    - i. work on Parish communication
    - ii. update brochure
    - iii. postcards
    - iv. new families receive spirit wear shirts for each student
    - v. banners will be ordered for fence and school
    - vi. communication pieces for bulletins for next year will be more regular
- e. Strategic Planning
  - a. 90% done with the draft plan
  - b. goals are written
  - c. will review plan in August or September
- 8. Old Business
  - a. Executive Committee Nominees
    - i. Cindy Scheuing will be Vice President
    - ii. Tiffany Hopper will be Secretary
    - iii. need a finance committee member from Pius
    - iv. We will list all dates for meeting next year in the next minutes
- 9. New Business
  - a. No new business at this time
- 10. Announcements/Special Information
  - a. Feast of St. Bernard and Farwell to Fr. Dennis luncheon-August 20<sup>th</sup>
  - b. All school picnic at Hoyt Park from 6-7:30(changed from Hart Park from 5-6:30 like discussed at the meeting)
  - c. School Board Meeting at WCS –August 23 at 6:30pm
- 11. Motion to adjourn meeting at 8:20 moved by Fr. Paul and seconded by Wurster

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