

Divine Savior Board of Trustees

Minutes

February 23, 2010

*(Approved Minutes)*

- I) Opening Prayer was led by Joe Zenk.
- II) Attendance –Larry Konetzke, Joe Zenk, Bill Gaedke, Karin Wille, Dan Meyer, Christy Schmitz, Bonnie Hebl, Mary Klotz and Sandy Winkel. Excused: Tammy Wagner and Fr. Harry. Guests: Kay Blatz, Diane Cherney, Kim Ertl, Judy Meyer, Kim Driscoll, Leslie Schuette, Barry Scholz, Jim Draxler and Lori Hess.
- III) Approval of Minutes – The January minutes were reviewed and approved with the following changes: Correct spelling errors and under Old Business - #8 – eliminate the strengths and weaknesses and make a general statement that we discussed them.
- IV) Correspondence –
  1. A letter from Kay Blatz asking the BOT to reconsider letting the 8<sup>th</sup> grade class do the basket raffle at the tournaments. This discussion will take place during Open Forum.
  2. BOT Training- Joe Bound of the Green Bay Diocese has shared that he is ready and willing to conduct training for the BOT. The BOT decided that it would be best if would be done as soon as possible. Dan will coordinate with Joe on setting up a date for training.
- V) Open Forum (was moved up in the agenda):
  1. The 8<sup>th</sup> grade parents made a second request to sell basket raffle tickets at the tournaments. They will make sure that the table is properly taken care of. If there is not a student available to sell tickets, the baskets will not be out. The BOT approved the basket raffle at the tournaments.
  2. Jodi Slowiak is starting the process of grant writing. Jodie and Marcy Keuler are creating a list of needs at the school that can possibly be funded by grants.
  3. Dan, Bill, Joe, and Fr. Harry met with Joe Bound and Holly Rottier. The BOT membership was discussed and Joe Bound shared that DS is in violation of the constitution because only 30% of our membership should be made up of parents. Fr. Harry and Joe will work on how to recruit non-parent parishioners to the BOT. It was noted that there are other things in the constitution that are not being followed.
  4. Barry Scholz shared concerns of how the information about not renewing the administrator was being shared. He also stated that he felt that the timing of the announcement to staff during Catholic Schools Week was inappropriate. Joe Zenk shared an overview of the process and why we had to move forward when we did.
  5. A question was asked if the Agenda can be posted on the website. We will talk with Marcy on getting it posted before the meeting.
  6. The Home & School Committee asked if there is any information that can be shared with the parents about the hiring process and teachers' contracts. Joe explained that details are being worked out on the possibility of sharing a principal with CPES. Hopefully we will have some answers to share at the upcoming Home & School meeting.
  7. It was suggested that the BOT request a separate meeting with parents to share important information such as a new administrator.
  8. A question was asked if Fr. Harry is in favor of Divine Savior School. Joe shared that Fr. Harry is strongly in favor of Catholic education.
  9. A concern was issued that the SPP Parish Council was told of the administrator issue in November. Joe stated that that is incorrect as they were first informed in January.

10. A question was asked if there is a five year plan. The BOT shared that they are working on a Strategic Plan and the Marketing Committee is also creating a Marketing Strategy.
11. Concerns were issued on the letter that gets sent to parents when they remove their child from the school. The letter was generated by the Marketing Committee whose intent was to get feedback from a marketing standpoint. The letter will be reviewed at the next BOT meeting.

VI) Pastor and/or Parish Administrator Report – none.

VII) Administrator Report – The BOT reviewed Larry’s report.

1. DS Catholic Schools week events went very well.
2. The new server has been installed at the NH Campus. A date needs to be scheduled for installation at the Kiel Campus.
3. Registration, tuition and grant information have been sent to all families.
4. Five students have been screened for Kindergarten so far.
5. Parent Teacher Conferences are scheduled for February 25 at the Kiel Campus.
6. Girls and Boys BB tournaments are scheduled at the NH Campus for the next two weekends.
7. Accreditation standards 4, 6, A, and B were presented for approval. Concerns were issued on what the standards state versus what is fact. BOT members shared their corrections which Larry will make. Standards 3 and 5 need to be completed by the March meeting.
8. Burning of palms and burying alleluias will be a part of the Lenten preparations.
9. Stations of the Cross will take place at both campuses during Lent.
10. Grade 8 exploratory classes resume March 1.
11. Grade 8 graduation pictures are scheduled for April 22.
12. Divine Savior article have been submitted for the Kiel and NH Progress Editions in the Tri County Newspaper.
13. March calendar was reviewed with two additions: K-4 Swimming and 5-8 Bowling.
14. Second Quarter honor roll was presented.

VIII) Religion – Joe shared pamphlets that the BOT will review at the March meeting.

IX) Old Business

- a. Teachers Contracts – A discussion took place on possibly offering teachers contracts earlier than April 15. It was decided that as soon as the salaries are established contracts will be offered.

X) New Business

- a. 2010-2011 Budget – The budget process is in its infancy. Discussion will need to take place on the administrator salary and benefits.
- b. Childcare Program – Reports were reviewed on the current status of the childcare program. The general consensus of the BOT is to continue the program for another year.

XI) Actions required by the BOT: none.

XII) Executive Session – A motion was made and seconded to move into executive session at 8:15 p.m. A motion was made and seconded to move out of executive session at 9:38 p.m.

XIII) Adjournment – The meeting was adjourned at 9:40 p.m.

Next Meeting: Tuesday, March 23, 2010 @ 6:30 pm at New Holstein.

Respectfully submitted by Sandy Winkel, Secretary