



**Norwalk Catholic School Governing Board
St. Mary Campus – Father Gilbert Patio
Meeting Minutes
June 21, 2017**

Attendance: Pat Schwan, Msgr. Ken Morman, Fr. Gilbert Mascarenhas, Frank Van Dresser, Andrew Shella, Jen Naseman, Julie Roberts, Denise Stine, Mark Coriell, Denny Doughty and Sue Riley. Not in attendance – Andrew Welfle, Rachel Cefalu, Denny Camp.

Board Meeting was called to order at 7:38 by President Pat Schwan.

1. Prayer – Father Gilbert. Mission statement was recited.
Presentation – Sue Lesch provided a handout. Copies of parent survey.
Interim report for the Advancement Office Report.

2. Approval of May 17, 2017 board meeting minutes. Motion to approve was made by Monsignor Ken. Seconded by Julie Roberts. Motion passed, minutes approved.

3. Financial Report – Reviewed with the board. Tuition collection continues to be monitored. Additional staff at ECC due to enrollment and substitute teachers impact budgeted expenses. Father Gilbert offered a donation to the school on behalf of St. Anthony Church. School lunch charge policy was presented. Motion to approve was made by Frank VanDresser. Seconded by Denise Stine. Motion passed.

4. Presidents Report-

a. Diocese hired Dr. Vincent Schmidt director of education – August, 2017.

b. Enrollment for the 2017-2018 school year is on-going.

c. Technology program. Vex program will be brought to the program – Grades 7-12. Looking for help with Lego robotics. A discussion was held regarding technology/STEM programs. Rocket team will continue.

d. Whitney Field Improvement committee – home bleachers are being demolished.

e. Senate Bill 85 – Diocese requested Denny contact our representative.

f. Personnel Update – resignation of Valerie French and Sara Fitzgerald. Motion to accept resignation was made by Frank VanDresser. Seconded by Julie Roberts. Motion passed. Matt Fair will be teaching History, Valerie French – Theology, Kathy Olak – teen leadership. Motion to accept hiring of staff was made by Frank VanDresser. Seconded by Julie Roberts. Motion passed. 6 applicants for Elementary Principal. Denny has 2 board members included in the interview process for these positions. No 3rd Kindergarten teacher will be needed this year. May need to have additional staffing at the First grade. Staffing will be studied. Enrollment numbers will be confirmed in August.

**Norwalk Catholic School
Mission**

**Develop Disciples of Christ
Promote Academic Excellence
Foster a Respectful Community**

**Governing Board
Members**

Pat Schwan, Chair

Frank Van Dresser, Jr., Vice Chair

Msgr. Kenneth Morman

Rev. Gilbert Mascarenhas

Rachel Cefalu

Mark Coriell

Jenifer Naseman

Julie Roberts

Andrew Shella

Denise Stine

Andrew Welfle

Denny Camp, Ex-Officio

Sue Riley, Ex-Officio

Dennis Doughty, President



5. Msgr. Ken Morman report – Tuck pointing on the church is on-going.
6. Fr. Gilbert Mascarenhas report – St. Anthony planning for renovation for church.
7. Chairman’s Report –
 - a. Board recruitment is underway to fill Rachel board position. Board recruitment policy and application will be available from recruitment.
 - b. Strategic plan – Denny will be working on putting SMART goals together and evaluate what has been accomplished this school year. A handout was provided to board. We need to invest in school with funding and professional development.
 - c. Technology – Google drive is being used for Governing Board documents.
 - d. Upcoming Dates:
July 4 – Parade.
 - e. A new SHOP coordinator – Christine Penner. Contact in all schools.
 - f. We will be doing board member self-evaluations and President Evaluations in June. Due July 2.
 - g. Spring Fling Governing Board – Coordination to determine date.
 - h. Board Chairman – Patrick Schwan. Vice Chairman – Frank VanDresser. Approved by board.
8. Standing Committee Reports
 - a. Executive Committee/Vision/Nominating – no report
 - b. Catholic Identity/Parish Public Outreach – no report
 - c. Development & Marketing – Sue Lesch report.
 - d. Technology – no report .
 - e. Finance – See Mike’s report.
 - f. Facilities/Transportation – no report
 - g. Retention/Enrollment – H&B hop for ice cream social.
 - h. Culture – no report.
 - i. All are Welcome – no report
9. Executive Session – none
10. Motion to adjourn was made by Frank Van Dresser. Seconded by Jen Nasmear. Meeting adjourned at 9:30pm.

Next Meeting: August 16, 2017
7:00 Board Meeting – Open Board Meeting
St. Paul High School Library
Prayer: Patrick Schwan
Presenter: Mr. Jim Tokarsky

“A Family of Faith, A Culture of Excellence, A Calling to Serve”