



Norwalk Catholic School Governing Board Meeting Minutes August 19, 2015

Attendance: Pat Schwan, Jen Naseman, Andrew Shella, Frank Van Dresser, Andrew Welfle, Denny Doughty, Denise Stine, Julie Roberts, Jay Anderson, Rachel Cefalu, Fr. Anthony Recker and Sue Riley

Absent: Msgr. Morman and Denny Camp

Guests: Nickie Schwan, Jim Tokarsky and Mike McLaughlin

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. Anthony Recker
Jay Anderson
Rachel Cefalu
Jenifer Naseman
Julie Roberts
Andrew Shella
Denise Stine
Andrew Welfle
Denny Camp, Ex-Officio
Sue Riley, Ex-Officio
Dennis Doughty, President

1. Prayer: Pat Schwan – Mission Statement was recited.

2. Presenters: Nickie Schwan discussed the new Parent Navigator program. This program will help our new families not “fall through the cracks”. We have 27 NCS/SP families that signed up to be Parent Navigators and these families are paired up with new NCS/SP families. Each new family is given a goodie bag with all kinds of school information enclosed. The parents navigators were also asked to promote our school in a positive way, share photos of any school events, offer support to the new families, become “connectors” room parent of the digital age, and have parent chats where they can discuss school things at parent teacher conferences.

Jim Tokarsky discussed the new teachers at St. Paul Jr High and St. Paul High School:

- Chris Clark – Band Director
- Casey Harrington – JH Phys. Ed & JH Social Studies
- Mary Ann Kaple – JH Language Arts
- Sara Kovarik – Physical Science, 8th grade Science, Marine Biology
- Cindy Llewellyn – Biology 1, Anatomy & Physiology, AP Biology
- Tami Clark – World History
- Lisa Huebinger – German
- Tim & Peggy Opatken – English I & III (Rachel Nourse is on medical leave until December 2015)



3. Minutes

- a. Approval of the June 17, 2015 meeting minutes - Motion to approve the minutes made by Julie Roberts, seconded by Andrew Welfle. Motion passed.

4. Pat introduced new board member Denise Stine and introductions were made.

5. Financial Report - Mike reported the first month financial statement. As we review enrollment for the 2015-2016 school year we will know where we stand. There has been work done on some windows in the high school due to water damage. PTO was able to purchase 30 tablets for the ECC. Tuition collection was difficult during the 2014-2015 school year. 2015-2016 should be a better year for tuition collection.

6. Presidents Report

- a. OGT – handout.
- b. ACT – teachers are focusing on ACT. Scores above 30 receive good scholarship money.
- c. SAT – Report on all content areas coming soon.
- d. PARK test is NO MORE!
- e. College Classes – Our seniors received 6 hours, juniors received 3 hours, lower grades less.
- f. Possibility of the end of year exam will be replaced with AIR.
- g. Upgrade on wiring – additional e-rate of \$20,000 to pay for technology.
- h. Enrollment appears to be at 715. Bulk of new families are at the ECC. 10 kindergarten families left this year. New enrollment will be made available to the board.

7. Bishops Letter – Sue Riley passed out a letter to the Governing Board from diocese. Lengthy discussion held.

8. Chairman's Report.

- a. Pat passed out a Governing Board binder for each member to keep while they are a board member. It was discussed that this binder would be passed on to the new board members when your term is complete. There was a discussion regarding the different sections of the binder. Included in the binder is the Board Member job description – please sign and keep copy in your binder. There is also a Conflict of Interest & Confidential Statement – please sign this form and give back to Pat Schwan. An Architectural Profile paper was passed around for each member to review and update. Also, a contact information form was passed around for each member to review and update. Each member was also given an NCS school calendar.
- b. Board Self Assessment was passed out. Strive to make NCS/SPH a better place. Expect board to grow and be better. Discussion from Denny regarding this.
- c. Retreat – Action plan sheet passed out.
- d. Thank You Fellowship Sunday – November 8th

- e. Strategic Plan – Working group to define strategic plan. * Homework – come with group of individuals to help get strategic plan updated. Discussion held – possible facilitators Mike Gocsik and Ally Sterling.
 - f. Recruitment – Board member recruiting and nomination policy. Sending out to members to review next month.
9. Fr. Recker Report – Finishing up all projects at St. Mary’s. Everything is looking very nice.
10. Monsignor Morman’s Report – absent.
11. Standing Committee Report
- a. Development & Marketing: Julie Roberts handed out Advancement and Admissions Office final report from Sue Lesch. Julie stated it is filled with good news.
12. Motion to adjourn made by Frank Van Dresser. Seconded by Julie Roberts. Meeting adjourned at 8:55pm.

**Next meeting: September 16, 2015 @7:00pm.
Meet in elementary school at 6:30pm for tour with Valerie French.
Prayer: Jay Anderson.**