



Norwalk Catholic School Governing Board Meeting Minutes March 21, 2018

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

Board meeting was called to order by Board President Pat Schwan at 7:05 pm.

1. Prayer – Jen Naseman. Mission statement was recited.

2. Presentation – Jim Tokarsky, JH/HS Principal was in attendance. Jim spoke and gave a presentation about scholarship programs – EdChoice and Jon Peterson. Numerous students in the EdChoice program – currently K-4th grade. New College credit plus Course offerings for 2018-2019 school year – Human and General Biology, English Composition 1 & 2; United States 1 & 2. AP Course offerings – Language and Composition, Literature and Composition, Government, Biology. New College Ready class will be offered for Juniors next school year. Each of the curriculum programs need to be evaluated on a student’s future college/career plans. Currently planning to use a standard 4 point grading system for all course work.

3. Approval of February 21, 2018 board meeting minutes. Motion to approve was made by Msgr. Ken Morman. Seconded by Frank Van Dresser. Motion passed – minutes approved.

4. Financial Report – Mike reviewed February’s financial report with the board. Needed additional substitutes this month. Expenses were up due to repairs that needed to be made to the high school boiler. Diocese accounting firm completed audit of our financial books. North Pointe contract needs to be approved by the board – guidance and speech services for the 2018 – 2019.

5. President’s Report

a. A reported bullying situation was addressed by the administration. Notified the Diocese. President is requiring all the staff to review the Safe Schools anti-bullying program required by the by State. Student decided to leave our school.

b. A discussion was held regarding the need for succession

planning for our administrative positions. Denny is interested in being our President for the 2018-2019 school year. Board looking forward to Denny’s

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

Heather Belden

Mark Coriell

Jenifer Naseman

Julie Roberts

Andrew Shella

Denise Stine

Andrew Welfle

Sue Riley, Ex-Officio

Dennis Doughty, President



leadership and continued success of school in 2018-2019. Succession planning for future will begin immediately.

c. The proposed 2018-2019 school calendar was presented to the school for Board approval. Motion to approve was made by Andrew Welfle. Seconded by Msgr. Ken Morman. Motion passed – 2018 -2019 calendar was approved.

d. An updated handout was given to each board member regarding “Drug Free Clubs of America”. SPH grades 7-12 looking at starting this club, likely the TLC class will take on this leadership role to start the club for our students and staff. Numerous area schools will be starting this club. Motion of support for starting this club in our school was made by Denise Stine. Seconded by Jen Naseman. Motion passed – Full Board and unanimous support for this program in our school.

e. A lengthy discussion was held regarding school safety. Denny met with Norwalk Police Department and Norwalk Fire Department about safety devices and fire safety protocol.

8. Chairman’s Report

a. Focus group updates – an overview summary prepared by Denny was distributed and reviewed by the Board. Action plan for implementation along with responsibility. Cost for any of the implementation items will need to be compiled by April.

b. Pat thanked everyone for their commitment to their assigned focus group. By creating these active groups, we will be providing meaningful input about the Direction of our School.

c. “Setting our Direction” – executive committee in place to foster the focus group input.

d. Spring Fling (Luau theme) – 5/5/18; Board donation is to plan on a Pastor dinner at Father Gilberts like the last couple years. Board members are asked to donate to this event and plan to help set up/assist with the meal preparation the day of the dinner. Drive One – 4/20/18 they need volunteers and lots of drivers to reach our goal. Plan to attend and bring friends.

e. New Board Member recruitment discussions underway.

f. Thank you board members for serving over 501 dishes of ice cream at the March open house.

9. Fr. Gilbert Mascarenhas Report – nothing at this time.

10. Msgr. Ken Morman Report – nothing at this time.

11. Standing Committee Report -

a. Executive Committee/Vision/Nominating – succession planning will begin immediately.

b. Catholic Identity/Parish Public Outreach – no report

c. Development & Marketing – FFF campaign phone-a-thon summary was discussed.

d. Technology – no report

e. Finance – please refer to Mike’s report

- f. Facilities/Transportation – no report
- g. Retention/Enrollment – no report
- h. Culture – no report
- I. All Are Welcome – no report

12. Executive Session – none needed.

13. Motion to adjourn was made by Mark Coriell. Seconded by Father Gilbert. Meeting was adjourned at 9:29 pm.

Next Meeting: April 18, 2018
7:00 pm Board Meeting – SP High School Library – St. Paul Campus
Prayer – Julie Roberts
Presenter – Melissa Englert
“A Family of Faith, A Culture of Excellence, A Calling to Serve”