



Norwalk Catholic School Governing Board Meeting Minutes April 18, 2018

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

Board meeting was called to order by Board Chair Pat Schwan at 7:11pm.

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



1. Prayer – Julie Roberts. Mission statement was recited.

2. Presentation – 5th grader Seth Ridge and his parents were in attendance. Seth reached 1,500 AR points and for his achievements was bestowed the honor of “President for a Day” on 4-18-18. Seth was presented with a certificate of honor from Mr. Doughty and Board Chair Pat Schwan. Seth was congratulated by all of the board members.

4. Presentation – Melissa Englert, Elementary principal was in attendance. Board members took a tour of the elementary building prior to the start of the board meeting. Melissa handed out a summary report of activities occurring in the elementary to each board member. She announced the retirement of Mr. Martin Hanke. Congratulations and Thank You Mr. Hanke.

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

6. Financial Report – Mike reviewed March’s financial report with the board. March had 3 pay periods. At this point of the school year, there won’t be much more tuition that will be collected for the 2017-2018 school year. The Social Hall air conditioner needed repairs this month. Ron Forest has been working with business office on Flyer Clubhouse invoicing and payments in an effort to have all invoicing and payments be available online. The proposed 2018-2019 budget was presented and reviewed with the board. After a lengthy discussion, a motion to approve the proposed budget was made by Andrew Shella. Seconded by Frank Van Dresser. Motion approved.

7. Presidents Report.

- a. Denny reviewed a PowerPoint presentation on one of the board Focus Groups – Culture. A handout was given to each board member. Highlights included communication, transition to all building levels, 7th grade is a critical transition year, alumni and teacher accountability.
- b. A revised elementary handbook was passed out. Please review this document. Tabled until next meeting.
- c. The next steps are being taken to have “Drug Free Schools of America” program in our school.
- d. Ron Forest is currently reviewing a security camera system for our school. This system would have a viewing station for police to use. Also would have remote access to cameras from police cars.
- e. Golden Apple Award has been awarded to High School English teacher Jennifer Thobe.

8. Chairman’s Report

- a. Update on Focus Groups and Setting our Direction – Denny has sent out a summary and strategic implementation worksheet. Each board member was asked to please take some time to complete this worksheet for their focus group and provide feedback on all of the focus group information. All the efforts of the Board members and focus group members is appreciated to guide our school into the future.
- b. Items that are in need of funding need to be identified now to determine the next step for implementation.
- c. A communication plan to convey the focus group activities is underway. People are concerned that they provide their input and nothing happens. A core team was created to help communicate information about the school and our focus groups.
- d. The Governing Board will sponsor a Padre Dinner. The date of the Spring Fling dinner is TBD. Pat will let the board know. Donations and assistance with the Dinner that will be held at Father Gilbert’s patio will be appreciated.
- e. 2 new board members are needed for next school year. At the meeting - Jen Naseman also announced that after careful consideration this would be her last year as a board member due to family commitments. Board recruitment is currently on-going.

9. Fr. Gilbert Mascarenhas announced that he will leaving St. Mary/St. Anthony parish for a new assignment on July 1, 2018. His replacement will be announced this weekend.

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

11. Standing Committee Report

- a. Executive Committee/Vision/Nominating – no report
- b. Catholic Identity/Parish Public Outreach – no report.
- c. Development & Marketing – FFF is going well. Still need additional pledges to meet this year’s goal. The proof mailing will go out on May 31, 2018.
- d. Technology – no report
- e. Finance – please refer to Mike’s report.
- f. Facilities/Transportation – no report
- g. Retention/Enrollment – no report
- h. Culture – please refer to Denny’s report
- i. All Are Welcome – no report

12. Executive Session – none needed.

13. Motion to adjourn was made by Frank Van Dresser. Seconded by Andrew Welfle. Meeting was adjourned at 9:23pm.

Next Meeting: May 16, 2018
7:00 pm Open Board Meeting – SP High School Library – St. Paul Campus
Prayer – Msgr. Ken Morman
Presenter – Fr. Paul Schreiner

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

Approved by Norwalk Catholic School Governing Board Wednesday May 16, 2018.