

West Catholic High School Board of Directors  
 Meeting Minutes/ Google Meet  
 December 2, 2020  
 West Catholic High School

Attendees: Miles Schmidt, Bill Roth, Pat Kalahar, Dave Veneklase, Carol Blundy, Greg Meyer, Tim Thimmesch, Jean King, , Diane Vermeesch, Tom Wesholski, Sr. Damien Savino, Duane Kluting, John Frey, Fr. Thomas Simons

Absent: Jodi Arsulowicz, Doug Mileski, Tania DeVries,

Resources: Cindy Kneibel, Principal/CEO; Tony Fischer, Assistant Principal, Pat Nugent WC Accreditation Lead, Greg Deja Catholic Foundation of West Michigan

Agenda Item	Discussion/Conclusion/Action	Responsibility
1.1 Call to order 6:00 pm  1.2 Opening prayer  1.3 Roll Call	This meeting conducted via Google Meet   14 of 17 members present	B. Roth  C. Kneibel  King
2.1. Comments from the Floor	None	
3.1 Presentation: Catholic Foundation of West Michigan	<a href="https://d.docs.live.net/9f00c812c87d3bb6/Documents/West/board%20minutes/Catholic%20Foundation%20Presentation%2012.2.20.pdf">https://d.docs.live.net/9f00c812c87d3bb6/Documents/West/board%20minutes/Catholic%20Foundation%20Presentation%2012.2.20.pdf</a> Currently >\$70 Million in Assets; new strategic plan; full time staff; trustee board of Bishop Walkowiak, Msgr Duncan, Kevin McDow, Mike Lown; 3 working Councils to advise on investments, donor services and community engagement	Greg Deja, Executive Director of Catholic Foundation

3.2 Presentation: West Catholic Foundation	Goal is \$25 million in pledged or received in 3-5 years; Currently working on a re-branding strategy to identify more closely with WC community; Fund from the GRCSS foundation split are now the “legacy fund”; There still exists a Moller trust with \$70,000 for WC each year; Next steps are to put together a strategic plan with a “road map” to the goal; Great progress this year with \$300K pledged since 7/1/20.	Cindy Kneibel, President/CEO
3.3. Accreditation Update	<a href="https://d.docs.live.net/9f00c812c87d3bb6/Documents/West/board%20minutes/Accreditation%202020.html">https://d.docs.live.net/9f00c812c87d3bb6/Documents/West/board%20minutes/Accreditation%202020.html</a>  Michigan Non-Public-School Accrediting Association will do the review and visit 3/15 & 3/16/2021. Consist of a school profile, legal compliance check list, Professional staff roster/certifications and self-assessments; 13 standards will be measured. Mr. Nugent reviewed the assessments completed by the board committee and pointed out areas for continuous improvement.	Pat Nugent
3.4 Covid-19 Update	Currently providing virtual instruction per executive order; KCHD is recommending to stay virtual thru 1/15/21; Bishop and D. Faber strongly in favor of in person learning; Principal Fischer reviewed some of the challenges for remote learning including teachers prep and scheduling; Athletics are still all on hold; The board members requested Mr. Fischer extend our appreciation to all the staff for their extra efforts and continuing the mission of excellent education.	C. Kneibel, President/CEO T. Fischer, Principal
3.5 CEO goals update	Goals set in July 2020 include; 1.Keep the WC mission in front of all decisions; 2. Get financials back within budget with a strong priority on pushing for increasing development funds; 3. Rebrand the WC Foundation and produce a strategic plan toward goal of \$25 million; 4.Continue to strengthen communication with consistent and open communication with downtown . D. Venklause has offered to work with C. Kneibel to write goals in measurable statements.	C. Kneibel, President/CEO

3.6 Finance update	Financial stmt available thru 9/30/20 shows we are tracking on budget; audit to be complete soon and ready for Jan 2021 meeting; With extra efforts related to covid, we expect more costs; Gym debt on track for elimination in 3 years; rainy day fund on track for \$500K goal in one more year; development is tracking way above projected; We are now charged by downtown for legal costs allocated to WC; C. Kneibel has requested to be notified when legal is consulted on behalf of WC	C. Bludy/ C. Kneibel
3.7 Proposals for Tuition 2021/22	<p>The tuition task force has proposed tuition options for board review to be included in the budget; 1). is for a 1.5% increase bringing tuition to \$10,830 (\$9945 after parish support) or 2) a 0% increase in tuition (\$9785 after parish support) Both options would include a 1% pay raise for staff.</p> <p>There are 2 areas needing enhancement that have been on hold for 3 years:  1. Academic support to add staffing to continue the robust services and the resources to get into the classrooms with work with students and  2. improve our athletic conditioning program to reduce athletic injuries;</p> <p>The committee members discussed these options; made some recommendations. Final decisions will need to be made by mid-January.</p>	C. Kneibel/committee
4.1 Approval of Minutes from September 23, 2020	Motion to approve by Thimmesch; Second by C.Blundy; all approved	B.Roth
5.1 Closing Prayer  5.1 Adjournment	M. Schmit mentioned 2 recently deceased souls for focus of prayer	M. Schmidt  B. Roth