

West Catholic High School Board of Directors
Meeting Minutes
June 5 2019
West Catholic High School

Attendees: Mary Kay VanDriel, Miles Schmidt, Bill Roth, Jodi Arsulowicz, Pat Kalahar, Dave Veneklase, Carol Blundy, Greg Meyer, John Brechting, Jean King, Mike Dorato, Diane Vermeesch, Sr. Damien Savino, Fr. Thomas Simons

Absent: Tim Thimmesch Gabriel Adu,

Resources: Cindy Kneibel, Principal/CEO; Tony Fischer, Assistant Principal,

Guest: Jill VanderEnde, Director of Development,

Agenda Item	Discussion/Conclusion/Action	Responsibility
1.1 Call to order and welcome 6:00PM 1.2 Opening prayer 1.3 Roll Call	Roth called the meeting to order. Cindy Kneibel Jean King called roll 14 present 2absent;quorum reached	Roth Kneibel King
2.1. Comments from the Floor/Community	None	Roth
Presentations: 3.1 Development Update	3.1 J.VanderEnde presented a recap of the 2018/19 year. To date, \$2,105,450.83 has been raised, including a \$1 million dollar gift to the Foundation. Other highlights include the dedication of the Bob Misner Track and Field Complex in Aug , The Fr. Dennis Marrow Education Fund has been established; Many projects from "wish list" of capital improvement have been funded or completed; there were 1,027 donors with 212 of them new this year and a retention rate of 52% (national ave. of 45%; New donor retention as 33%; Our Central Office Database Manager attended training	Jill VanerEnde Director of Development

<p>3.2 Introduction</p>	<p>seasons to be more proficient in Raiser’s Edge(Fundraising & donor mgmt. software). Jill’s team are working to bring more record keeping in house with the goal to have quicker access to the data. The development team has met or exceeded their goals for this year. Committee members suggested adding the capital improvement “wish list” to the school web site for donors to consider. Upcoming events to plan for:9/10 Grand Parents Mass; 10/3 All A’s Walker; 10/ 23 Falcon Awards, 12/18 Christmas Open House and 4/17/20 Auction.</p> <p>3.2 C. Kneibel introduced Natalie Salabrino as the new WC Communications Director. She is a 2012 WC Grad and CMU graduate. The committee welcomed Natalie.</p>	<p>Kneibel</p>
<p>3.3 OK Conference Update</p>	<p>3.3 After the first vote to realign the conference was deemed void, a second realignment was drawn up and an advisory vote by Athletic Directors points to a “no” consensus for this second round. The Conference executives must take a formal vote before 10/2/19 or the currently conference will stand for the next 3 years. Committee members discussed the role of the Dioceses’ Superintendent in casting the final vote for both CC and WC. Committee members agree that it is important for each of the High Schools vote in the best interest of their student-athletes and community.</p>	<p>C. Kneibel/T. Fisher</p>
<p>3.4 Finance Report</p>	<p>C. Kneibel reported that this year’s budget plans for a decrease in students to 480. The decrease mainly due to 142 graduating seniors and 110 incoming freshmen. There is an increase in international students to 37. Staffing, expenditures will be consistent with past year, and there is a decrease in tuition assistance. Tech fees will be wrapped into the budget this year; our reserve “rainy day’ fund is on track. There is progress in collecting unpaid tuition, A letter will be sent to families soon stating that their child will not be allowed to participate in summer school activities and camps if they are not enrolled as several families have yet to turn in their enrollment packet. The</p>	<p>C. Kneibel/C. Blundy</p>

<p>3.5 Personnel Update</p>	<p>budget will be reviewed by the Finance committee within a week and either a call or email vote for approval of the board members will be forthcoming. A member suggested the Annual Report be posted to the school website.</p> <p>C. Kneibel reported she had a meeting with the central office transportation department to review busing routes to best meet the needs of our students. Recently, the transportation office notified WC that the route changes Kneibel requested will not be run. This could result in a risk to lose 10 WC students next year. The committee suggested a work group of experts in logistics and transportation be gathered to study and plan for the ever changing demographics and needs of our families needing transportation. The committee requested that the superintendent be asked to sponsor this study.</p> <p>C. Kneibel reported that Jim Arsulowicz has moved to full time Facilities Director; Jack Kiel will retire 6/30; a couple teacher changes in religion and English and will not be replaced; a part time math teacher has been added; Krynicki has resigned as Athletic Director as of 6/30/19 and interviews to fill this position have started with goal to have new AD in place by second week of July. The AD will be reporting to T. Fischer with consulting as needed of Kneibel.</p>	<p>C. Kneibel</p>
<p>Approvals:</p> <p>4.1 Review and Approval of March Minutes</p> <p>4.2 Board Elections</p>	<p>A couple of typos corrected in March meeting minutes. Motion to approve: Blundy; second: VanDriel ; full committee approved.</p> <p>After the split of boards between CC/WC there was a request to allow 6yr as full term; M. Schmidt, T. Thimmisch and D. Veneklase have agreed to continue for 2 more years; M. VanDriel will be done this year; D. Vermeesch has agreed to a second 3 year term. Motion to approve these members terms by Blundy and second by Schmidt.; full committee approved. New</p>	<p>King/Roth</p> <p>Roth</p>

	members are needed to fill vacancies; committee membership is preferred prior to full board membership. Kneibel presented a parting gift to M. VanDriel and thanked her for her years of service to the WC board and community.	
5.1 Consent Items	Committee, Principal, and Vice Principal reports were made available prior to this meeting date. There were no questions or comments.	Roth
6.1 Closing Prayer		Sr. Damien Savino
6.2 Adjournment	Meeting adjourned @ 8:20 pm	Roth